



**SNOWY MONARO**  
REGIONAL COUNCIL

# **BUSINESS PAPER**

**PUBLIC EXHIBITION COPY**

**Ordinary Council Meeting  
20 February 2020**



## **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.

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### **Acknowledgement of Country**

Council wishes to show our respect to the First Custodians of this land the Ngarigo, Walgalu, Ngunnawal and Bidjahal 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 [www.snowymonaro.nsw.gov.au](http://www.snowymonaro.nsw.gov.au)*



**ORDINARY COUNCIL MEETING  
TO BE HELD IN COUNCIL CHAMBERS, 163 MAYBE STREET, BOMBALA  
NSW 2632**

**ON THURSDAY 20 FEBRUARY 2020  
COMMENCING AT 5:00PM**

**BUSINESS PAPER**

- 1. OPENING MEETING**
- 2. ACKNOWLEDGEMENT OF COUNTRY**
- 3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
- 4. CITIZENSHIP CEREMONIES**
- 5. DISCLOSURE OF INTEREST**  
(Declarations also to be made prior to discussions on each item)
- 6. MATTERS DEALT WITH BY EXCEPTION**
- 7. CONFIRMATION OF MINUTES**
  - 7.1 Ordinary Council Meeting held on 19 December 2019
  - 7.2 Closed Session of the Ordinary Council Meeting held on 19 December 2019
- 8. PLANNING AND DEVELOPMENT APPLICATION MATTERS**  
Nil.
- 9. OTHER REPORTS TO COUNCIL**
  - 9.1 KEY THEME 1. COMMUNITY**
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    - 9.1.2 Monthly Funds Management Report - December 2019 18
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  - 9.2 KEY THEME 2. ECONOMY**  
Nil.
  - 9.3 KEY THEME 3. ENVIRONMENT**
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13.1	Renewal of Deed of Licence - NKB <i>Item 13.1 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
13.2	Legal Actions and Potential Claims Against SMRC as at 31 January 2020 <i>Item 13.2 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
13.3	Request by Lessee for Mount Gladstone Nature and Flora Reserve and Lookout <i>Item 13.3 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.</i>	
13.4	Tender Award - Insurance Related Services and Insurance Coverage <i>Item 13.4 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and (g) of the Local Government Act because it contains and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	



### 13.5 Waste disposal and residential accomodation

*Item 13.5 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*



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**9.1.1 SECTION 355 COMMITTEE MINUTES: BOMBALA EXHIBITION GROUND, NIMMITABEL HALL,**

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Manager Corporate Governance
Key Theme:	1. Community Outcomes
CSP Community Strategy:	3.1 Develop, maintain and promote safe spaces and facilities that are enabling, accessible and inclusive for all
Delivery Program Objectives:	3.1.1 Public and community spaces are regulated and managed to be safe and equitable for all abilities
Attachments:	<ol style="list-style-type: none"><li>1. Minutes of the Bombala Exhibition Ground Section 355 Management Committee meeting held 14 August 2019</li><li>2. Minutes of the Bombala Exhibition Ground Section 355 Management Committee meeting held 11 September 2019</li><li>3. Minutes of the Bombala Exhibition Ground Section 355 Management Committee Meeting held 9 October 2019</li><li>4. Minutes of the Bombala Exhibition Ground Section 355 Management Committee meeting held 13 November 2019</li><li>5. Minutes of the Nimmitabel Hall Section 355 Management Committee AGM held 5 September 2019</li></ol>

**EXECUTIVE SUMMARY**

Council has received 5 Minutes of the Meeting from 2 committees of section 355.

- 4 minutes of the meeting of Bombala Exhibition Ground for the month of 14 August 19, 11 September 19, 9 October 19 and 13 November 19.
- Minutes of the Annual General Meeting of Nimmitabel Hall held on 5 September 2019.

A number of items mentioned in the minutes of these committees are service requests which has been forwarded to the staff of the relevant department.

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

**OFFICER'S RECOMMENDATION**

That Council receive and note the Minutes of the Bombala Exhibition Ground and Nimmitabel Hall.

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## Minutes Bombala Exhibition Ground Section 355 Management Committee Meeting

Address: CWA Room, Wellington Street, Bombala NSW 2632  
Date: 14<sup>th</sup> August, 2019 Time: 8.10pm

### Present:

#### Position

Chair  
Secretary  
Treasurer  
Bookings Officer  
Committee Member  
Committee Member  
Committee Member  
Committee Members  
Committee Member  
Committee Members

#### Member (Name)

Neil Hennessy  
Anne Caldwell  
Graham Hillyer  
Willy Fleming  
Bronwyn Podger  
Clare Trevanion  
Colleen McCoy  
Richard Peadon

#### Present/Apology

Present  
Present  
Present  
Present  
Present  
Present  
Present  
Present

### 1 Opening of the Meeting

The Chair, Neil Hennessy opened the meeting at 8.10pm.

### 2 Apologies

Apologies for the meeting were received by Neil Hennessy from Colin Ryan, Sam Newman and Allan Talbot.

### 3 Adoption of Previous Minutes

Minutes of the meeting held on 10<sup>th</sup> July, 2019 are confirmed as a true and accurate record of proceedings.

**Moved:** Bronwyn Podger

**Seconded:** Clare Trevanion

**Carried**

### 4. Business Arising from Previous Minutes

1. Pump still needs to be fixed.
2. Phone still ongoing. NBN turned up instead of Telstra.

### 5. Correspondence

In: email Snowy Monaro Council confirmation of Boco Rock Grant Application.  
Email from Snowy Mountain Regional Council Section 355 Committee Management Annual Report.  
Letter from Jodie and Will Fleming, resigning their position as caretakers.

Out:

Boco Rock Application.

**Moved:** Colleen McCoy **Seconded:** Clare Trevanion *that correspondence be accepted* **Carried**

### 6. Business Arising from Correspondence

1. Neil thanked Jodie and Willy for their time and management of the grounds and wished them all the best on behalf of the Committee.  
**Moved:** Clare Trevanion **Seconded:** Richard Peadon that Jodie and Willy Fleming's resignation giving three months notice be accepted. **Carried**
2. Speak to Council concerning the resignation and what will happen to that position now and who will be responsible.
3. Decision on Bocco Rock Grant expected on 28<sup>th</sup> August.



Minutes – Bombala Exhibition Ground Section 355 Committee Meeting

## 7. Treasurer's Report (Management Committee)

1/4/19 – 31/11/19

<p><u>Income</u></p> <p>1/4/19 Baa 2.1. F. Club. \$941 = 00 (Leased Fee)</p> <p>1/4/19 Baa 2.1. F. Club. \$1516 = 50.</p> <p>1/4/19 Sewing - Macdonell \$460 = 00. (Facilities Hire)</p> <p>1/4/19 Sewing - Macdonell \$266 = 45. (Decorative - White Disposal)</p> <p>1/4/19 Bertha Bardsley \$360 = 00. (Hire col. A. Bards)</p> <p>1/4/19 Baa Exhibition Society \$516 = 44 (Leased Fee Exhibition)</p> <p style="text-align: right;">TOTAL = \$4690 = 49</p> <p>Balance as at 1/4/19 \$41,801 = 97</p> <p>Income \$4690 = 49</p> <p>Expenditure \$41,841 = 11</p> <p>NEW BALANCE = \$40,305 = 32</p>	<p><u>Expenditure</u></p> <p>1/4/19 Macdonell cleaning \$26 = 95 (cleaning)</p> <p>18/4/19 Macdonell cleaning \$63 = 45 (cleaning)</p> <p>21/11/19 Angus Finlay \$4252 = 91 (Exhibition)</p> <p>+ Outstanding debts Macdonell \$1000 = 00 (Decorative)</p> <p>+ A. W. Finlay \$835 = 00 (Macdonell)</p> <p style="text-align: right;">TOTAL = \$41,841 = 11</p> <p>* Terms - Schacht \$13,959 = 43</p>
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Moved by Treasurer: Graham Hillyer

Seconded:

Collen McCoy

Carried

## 8. General Business

1. Neil and Graham to meet with Erin for procedure for caretaker for future running
2. Football Club has paid their ground rental. Electricity still to be sorted.
3. Electricity the biggest cost. Not collecting enough from users to pay for the electricity.
4. Meet with Council re electricity.
5. Who is responsible for payment of electricity?
6. Council will cover maintenance costs.
7. Council still owe for use of hall for movies.
8. Neil has cover for light.
9. Wedding and Football functions successful.
10. Discussion on kitchen and wheelchair access.
11. Quotes for work to be submitted to Council
12. Council want to budget for any improvements before the end of the year.
13. A list of jobs is needed.
14. Look at hall roof and check for leaks.
15. Paint Grandstand.
16. Finish painting seats – inquire if any unemployed, prisoners or community service people are available.
17. Speak to Council for approval and permission for an Honour Board to recognise and honour the contribution made by Alf Feilen and Reg Platts in constructing the horse stables.
18. Address or look for ideas for successfully decorating the hall for functions.
19. The Mens' Shed to be approached to see if they are interested in refurbishing the meat safe.



Minutes – Bombala Exhibition Ground Section 355 Committee Meeting

20. The counter from the Kiosk is in the bullshed and the old exit lights and 1927 fire extinguisher are in the cupboard.
21. Keeping section of new lino. Some paint leftover for repairs of supper room/servery.
22. Birds have broken a light
23. Broken toilet window.
24. Replace visitor shower head, speak to Warren Hampshire.
25. Old photo super room maybe 100th-anniversary needs to be hung.
26. Super room has come up really well., six electric heaters installed.
27. Need for a lock on heaters.
28. Kiosk has been demolished. Neil thanked all who had helped clear out kiosk.
29. Kiosk – electric barbecue changed to gas, electric deep fryer.
30. Cricket pitch \$50,000 funding allocated, preferred size is 2.7m wide and 23 -24m long. Lifted out in winter and replaced with turf. Turf lifted out in Summer and kept alive. Council has a turf cutter.
31. Power points to be put around fence, lights to be fitted low on poles. \$30,000 electrical plus bike donation.
32. Terry Perkins requested permission to remove gravel from an area that needs to be flattened towards the horse stables.

**Motion:** Richard Peadon **moved** that the Committee give permission for the removal of gravel.

**Carried**

**Seconded:** Collen McCoy

**9. Date of next Meeting**

The next meeting will be held at 7.00pm on 11th September at the CWA Rooms.

**10. Close of Meeting**

There being no further business the meeting concluded at 9.20pm.

CHAIRPERSON /

11<sup>th</sup> September, 2019,

DATE



**Minutes of the Annual General Meeting of the Management Committee of the Bombala  
Exhibition Ground held on 11<sup>h</sup> September 2019 at 7.00pm.**

Present

Neil Hennessy, Graham Hillyer, Bronwyn Podger, Colin Ryan, Sam  
Newman, Will Fleming

1. The chair Neil Hennessy, opened the meeting at 7pm.

**2. Apologies**

Apologies for the meeting were received by Neil Hennessy for  
Richard Peadon, Colleen McCoy & Anne Caldwell

**3. Adoption of previous minutes**

Minutes of the meeting held 14<sup>th</sup> August 2019 are confirmed as true  
& accurate record of proceedings.

Moved: Bronwyn Podger seconded: Graham Hillyer carried

**4. Business Arising from Previous Minutes**

Neil & Graham have spoken to Erin Donnelly

Old photo to be redone

Council to pay Clear Cut Electrical seeking quotes for low lights &  
extra power points around grounds

**5. Correspondence**

Melissa Sass has sent an email inquiring about hiring the youth room  
for youth booth group



## **6. Financial report**

Graham couldn't do a report as council still have the books

## **7. General business**

Bocco Rock grant was successful for tables & trolleys \$4651.54

Bike club has received a grant from council of \$1700 to help cover cost of grounds hire & rubbish removal

Portable Fences are to be moved in for allowing traffic in & out of grounds for bike show setup

Locks to be installed in change rooms for holding the doors open

Pump has been dug up sand was found in it

Kiosk renovations have had problems another concrete slab was found under existing one

## **8. Next meeting**

9<sup>th</sup> October 7:30pm CWA Room

9. Meeting closed at 8:06pm

Signed:



Neil Hennessy

09/10/19



### Minutes Bombala Exhibition Ground Section 355 Management Committee Meeting

Address: CWA Room, Wellington Street, Bombala NSW 2632

Date: 9<sup>th</sup> October, 2019

Time: 7.45pm

**Present:**

Position	Member (Name)	Present/Apology
Chair	Neil Hennessy	Present
Secretary	Anne Caldwell	Present
Treasurer	Graham Hillyer	Present
Bookings Officer	Jodie Fleming	Present
Committee Member	Richard Peadon	Present
Committee Member		
Committee Member		
Committee Members		
Committee Member		
Committee Members		

**1. Opening of the Meeting**

The Chair, Neil Hennessy opened the meeting at 7.45pm.

**2. Apologies**

Apologies for the meeting were received by Anne Caldwell from George Power and Calli Kidman and by Neil Hennessy for Bronwyn Podger, Clare Trevanion and Coleen McCoy

**3. Correspondence**

In: email Snowy Monaro Council received by the Bombala Cricket Club and forwarded by George Power – update on cricket pitch.

Email Snowy Monaro Council report on the auditing of the books.

**4. Business**

1. Jodie and Willy Fleming moving out on 14<sup>th</sup> October. Advise council so that they can organise inspection.
2. Advise Milestone Chemicals of change with caretakers.
3. Youth Booth use of kitchenette, youth room and supper room for ages 12-18 and 18-24 required during the week and occasional weekends. Area to be set up for computers. Have applied for a grant. Cost for hire of rooms for twelve months but if more than a year will increase each year. \$69 a day for Supper Room, \$11.50 for Youth Club - \$80.50 per day. Times 11.00am – 7.00pm. Neil will contact them. If areas to be used are hired out at other times to other users, the computers and other equipment will have to be moved and stored elsewhere.
4. Roof lifting. Neil put some screws in the sheets. Hole in the roof causing the leak.
5. Canteen progressing well.
6. Power - low level lighting and powerhead project. Have received money from the Bike Show and money from other fundraising ie ANZAC Day Sport. Management will subsidise additional lighting and power points as required. No power points shown between kiosk and power point on fence.. Three additional mushrooms in that area. Estimate for lighting \$31,624. Move two power points on fence near kiosk. Request from bike show for additional three phase power point. Additional lights on stables or position lights on back of poles. Two quotes required. Neil to speak to Clay.



Minutes – Bombala Exhibition Ground Section 355 Committee Meeting

**6. Date of next Meeting**

The next meeting will be held at 7.30pm on 11th September at the CWA Rooms or Youth Club Rooms.

**7. Close of Meeting**

There being no further business the meeting concluded at 9.20pm.

[REDACTED]

CHAIRPERSON

9<sup>th</sup> October, 2019,

DATE



## Minutes Bombala Exhibition Ground Section 355 Management Committee Meeting

Address: CWA Room, Wellington Street, Bombala NSW 2632

Date: 13<sup>th</sup> November, 2019

Time: 7.35pm

### Present:

Position	Member (Name)	Present/Apology
Chair	Neil Hennessy	Present
Secretary	Anne Caldwell	Present
Treasurer	Graham Hillyer	Present
Bookings Officer		Present
Committee Member	Coleen McCoy	Present
Committee Member	Clare Trevanion	Present
Committee Member	Willy Fleming	Present
Committee Members	Jodie Fleming	Present
Committee Member	Bronwyn Podger	Present
Committee Members	Colin Ryan	Present

### 1 Opening of the Meeting

The Chair, Neil Hennessy opened the meeting at 7.35pm.

### 2 Apologies

Apologies for the meeting were received by Anne Caldwell from Calli Kidman and Richard Peadon.

### 3 Adoption of Previous Minutes

Minutes of the meeting held on 9<sup>th</sup> October, 2019 are confirmed as a true and accurate record of proceedings with the following change, Point 6 to be changed from quote for lighting \$31,624 to estimate for lighting \$31,624.

**Moved:** Graham Hillyer

**Seconded:** Jodie Fleming

**Carried**

### 4. Business Arising from Previous Minutes

1. Neil met with representatives from Youth Booth. They will be using Youth Club Room and the Kitchenette, and would like to screen off the Supper Room, they may occasionally require the kitchen, and some office space. The Secretary's Room will be used if needed and will be used to store filing cabinets. If successful with the grant, the program will commence in the New Year for maybe 4 days per week from 11.00am – 8.30 or 9.00pm.

The rental will be \$60 per day for two rooms and the kitchenette and this will be negotiated again in the next financial year and will be increased in line with the CPI next July.

**Moved:** Graham Hillyer

**Seconded:** Coleen McCoy

**Carried**

2. Power was to be completed for the Bike Show. It is now back in Council hands and an engineer will be engaged to look at the position of the lights.

### 5. Correspondence

**In:** emails applying for the Caretaker Position from Andrew Griffith, Gaye Dryden, Daniel Torr and Renee Nelson.

**Out:** Letter to Youth Booth re. Room hire.

**Moved:** Coleen McCoy

**Seconded:** Clare Trevanion

*that correspondence be accepted*

**Carried**

### 6. Business Arising from Correspondence



1. Emails to be sent to each applicant advising that it is not possible to appoint anyone at the moment for the Caretaker position.

[illegible]



Minutes – Bombala Exhibition Ground Section 355 Committee Meeting

**Moved by Treasurer:** *Graham Hillyer*

**Seconded:**

*Colin Ryan*

**Carried**

**8. General Business**

1. Apply for a Grant for the removal of rubbish for next year.
2. Coleen to look into Agricultural Show Grant – Community Grants Fund for Agricultural Shows. Before applying for anything for the grounds, approval must be obtained from the Asset Manager for ongoing maintenance costs.  
Suggestions concrete sheep yards, hall maintenance, gutting yards.  
Grants vary from co contribution of \$1 per \$1 of 25%. Grants must be in by 13<sup>th</sup> December, 2019.
3. Canteen progressing – painting and tiling have commenced. Drainage problem has been addressed.
4. Maintenance projects for Council consideration prior to 31/12/19 – need to decide whether to modernise.
  1. Hall maintenance – roof, windows, upgrade electrical.
  2. Guttering on the CWA Rooms needs to be replaced.
5. Council may keep S355 Committees.
6. Graham to ask for quote for plastering Exhibition Hall.
7. Estimate for repair of windows.
8. Electrical to be completed at the same time.
9. Caretaker home not fit to live in. A consultant will inspect in the next month.
10. Discuss with Council concerning the cleaning of the toilets with no caretaker for the grounds having been appointed.
11. Cricket pitch was poured last Friday. Not to be used for two weeks. Preparation for cricket pitch was outstanding.
12. Cricket committee looking into the feasibility of a practise wicket on the wood chopping area and a storage shed.
13. Need to speak to the cricket representatives before deciding on the fees to be charged. Need more information.

**9. Date of next Meeting**

The next meeting will be held at 7.30pm on 11th December, 2019 at the CWA Rooms.

**10. Close of Meeting**

There being no further business the meeting concluded at 9.06pm.

  
CHAIRPERSON

11<sup>th</sup> December, 2019,

DATE







MINUTES OF THE ANNUAL GENERAL MEETING OF THE NIMMITABEL PIONEERS' MEMORIAL  
HALL MANAGEMENT

COMMITTEE HELD ON 5TH SEPTEMBER, 2019 AT 3.30 P.M.

PRESENT; M. Weston; L. Thistleton; H. Drayton; G. Walker,  
P. Fitzpatrick; J. Collman.

APOLOGIES: G. Knaebler; K. Fahey, B. Roijer

The Secretary tabled the Minutes of the 2018 Annual General Meeting. Moved that they be accepted J. Collman, seconded H. Drayton.

The President tabled her report for the year, thanking office bearers for their efforts throughout the year with special mention of Gwen Knaebler for all the work she has done restoring the Projector Room.

The President said that she hoped that the coming year would see work done on the "Exit" doors to bring them up to standard. It was hoped that the Committee could organise the external painting that was needed and that something might happen about installing an instant hot water heater above the sink in the kitchen as the 600 litre water tank is a very inefficient use of power.

Moved that the President's report be accepted M. Weston, seconded P Fitzpatrick.

The Treasurer tabled her report which showed an opening balance of \$4,174.59 as at 1/7/18 plus income of \$3690.00 (Hall hire), less expenses of \$2,677.58 (electricity \$1775.42; cleaning \$200.00; maintenance \$100.00; APRA licence \$72.16; Improvements \$530.00) Bank balance as at 30/6/19 \$5,287.01.

Moved that the Treasurer's Report be accepted L. Thistleton, seconded G. Walker.

General Business: Grant Walker in Chair. All positions were declared vacant and nominations were called for:

President - Margaret Weston, nominated L. Thistleton, seconded H. Drayton, elected unopposed.

Secretary - Judith Collman, nominated M. Weston, seconded H.Drayton, elected unopposed.

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Treasurer - Leonie Thistleton, nominated M. Weston, seconded J. Collman, elected unopposed.

Vice President - Helen Drayton, nominated P. Fitzpatrick, seconded L. Thistleton, elected unopposed.

Committee: Grant Walker, Paul Fitzpatrick. Moved L. Thistleton that Bank signatories remain as President, Secretary, Treasurer, any two to sign. Seconded M. Weston.

Meeting concluded at 4 p.m.

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## 9.1.2 MONTHLY FUNDS MANAGEMENT REPORT - DECEMBER 2019

Record No:

Responsible Officer:	Director Corporate and Community Services
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 December 2019.

Cash and Investments are \$82,030,638.

### Certification

I, Matt Payne, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Clause 212 of the Local Government (General) Regulation 2005, that investments as detailed in this report have been 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 December 2019.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

### BACKGROUND

#### Council's Cash and Investments 31 December 2019:

Cash at Bank	4,124,104
Investments	77,906,534
Total	82,030,638

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## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

Total Cash and Investments are available to provide services and infrastructure to the community in accordance with the 2020 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 \$77,906,534 on 31 December 2019.

#### Investment Register – 31 December 2019:

DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	1,700,891	0.70%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	1,205,643	0.15%	At Call
23-Mar-16	ING Bank	A1	A	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	2.02%	23-Jun-21
21-Mar-17	Bank of Queensland	A2	BBB+	TD	1,000,000	3.15%	20-Mar-20
26-Jun-17	Bank of Queensland	A2	BBB+	TD	4,000,000	3.30%	25-Jun-21
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	1.84%	29-Aug-22
15-Sep-17	Westpac Bank	A1+	AA-	TD	1,000,000	1.80%	15-Sep-21
06-Mar-18	ING Bank	A1	A	TD	1,000,000	2.86%	06-Mar-20
13-Mar-18	Rural Bank Limited	A2	BBB+	TD	4,000,000	2.80%	12-Mar-20
26-Jun-18	Bendigo and Adelaide Bank	A2	BBB+	TD	4,000,000	2.90%	25-Jun-20
29-Jun-18	National Australia Bank	A1+	AA-	TD	4,000,000	2.96%	29-Jun-23
11-Sep-18	RaboDirect	A1	A	TD	2,000,000	3.33%	08-Sep-23
13-Sep-18	AMP Bank	A2	BBB+	TD	2,000,000	2.85%	14-Sep-20
21-Nov-18	AMP Bank	A2	BBB+	TD	1,000,000	2.65%	21-May-20
17-Dec-18	Rabobank Australia	A1	A	TD	2,000,000	3.15%	16-Dec-22
19-Dec-18	Bendigo and Adelaide Bank	A2	BBB+	TD	2,000,000	2.80%	17-Dec-20
22-Feb-19	Westpac Bank	A1+	AA-	TD	2,000,000	2.52%	24-Feb-20
28-Feb-19	Westpac Bank	A1+	AA-	TD	2,000,000	2.50%	26-Feb-20
20-Mar-19	ME Bank	A2	BBB	TD	2,000,000	2.60%	19-Mar-20
10-Apr-19	Bankwest	A1+	AA	TD	1,000,000	2.20%	09-Apr-20
08-May-19	National Australia Bank	A1+	AA-	TD	1,000,000	2.30%	07-May-20
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					<b>77,906,534</b>		



### Understanding Ratings:

Credit ratings are one tool used by Council when making decisions about purchasing fixed income investments. Credit ratings are opinions about credit risk.

Standard & Poor's ('S&P') is considered one of the Big Three credit-rating agencies, which also include Moody's Investors Service and Fitch Ratings. S&P publishes financial research and analysis on stocks, bonds and commodities. S&P is known for its stock market indices such as the U.S. based S&P 500, the Canadian S&P/TSX, and the Australian S&P/ASX 200. S&P ratings express their opinion about the ability and willingness of an issuer, such as a corporation, to meet its financial obligations in full and on time. Credit ratings are not absolute measure of default probability. Since there are future events and developments that cannot be foreseen, the assignment of credit ratings is not an exact science.

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#### Short-term credit ratings (term less than 1 year)

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**A1:** obligor's (*a person or corporation who owes or undertakes an obligation to another by contract or other legal procedure*) capacity to meet its financial commitment on the obligation is strong.

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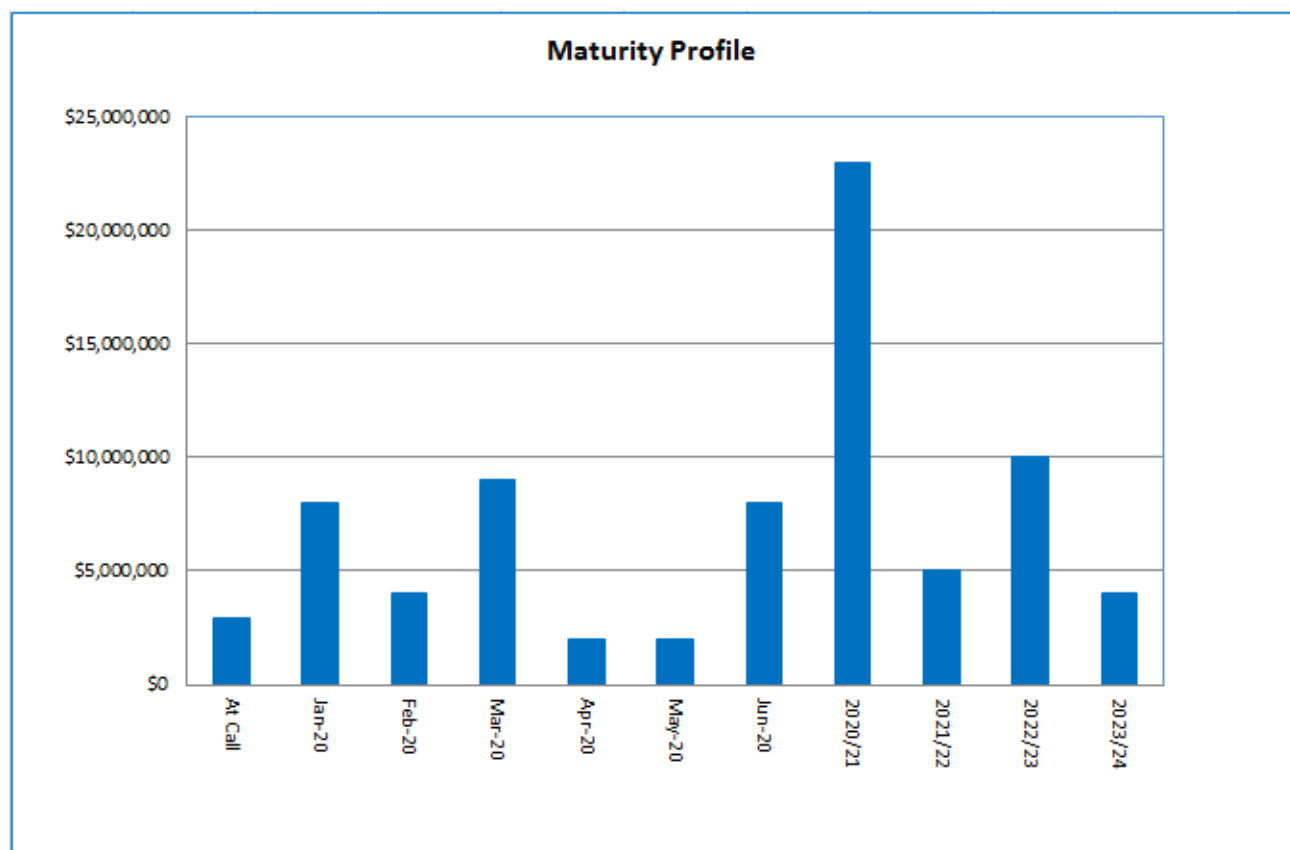
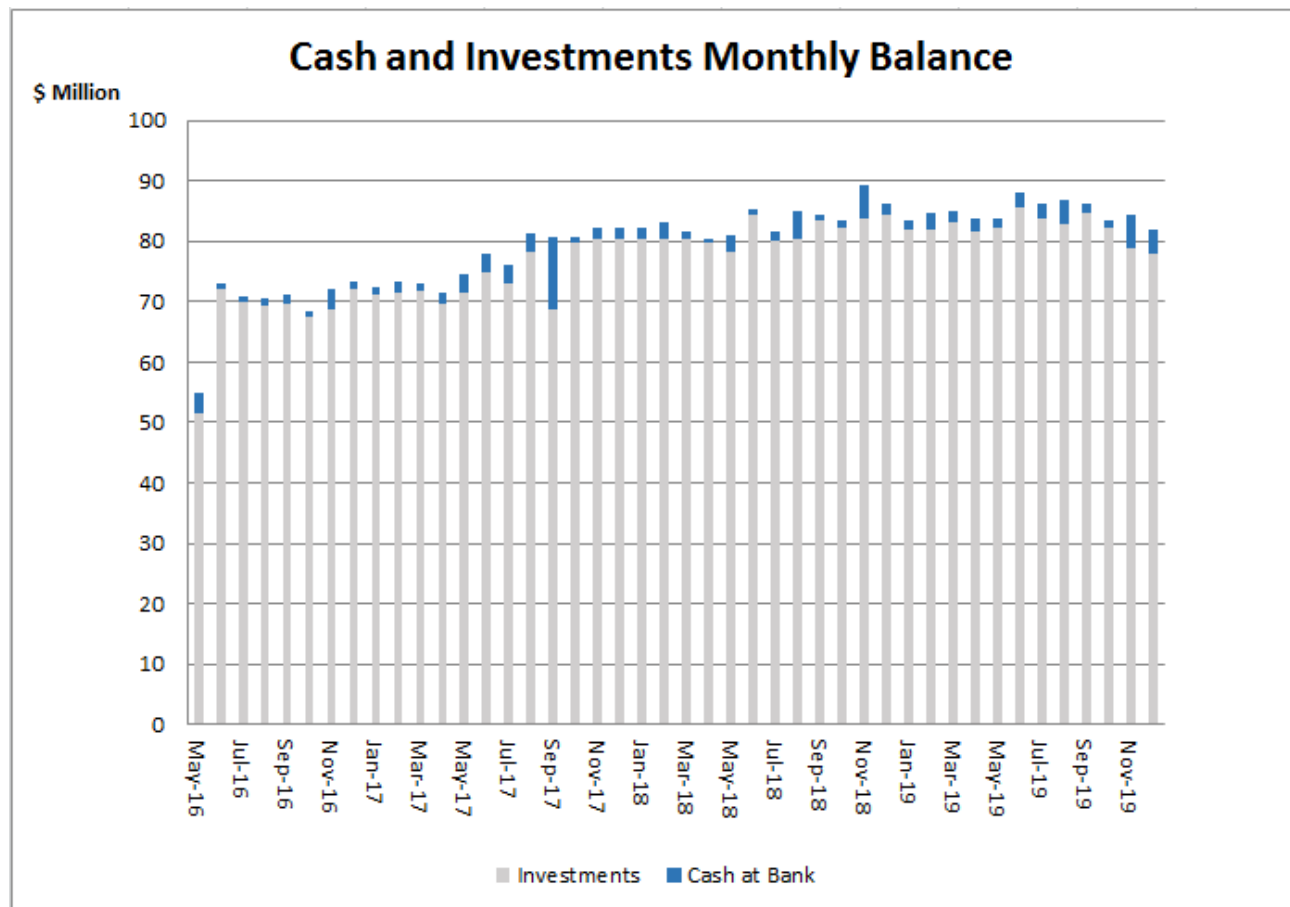
Ratings from 'AA' to 'CCC' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

Source: S&P Global Ratings

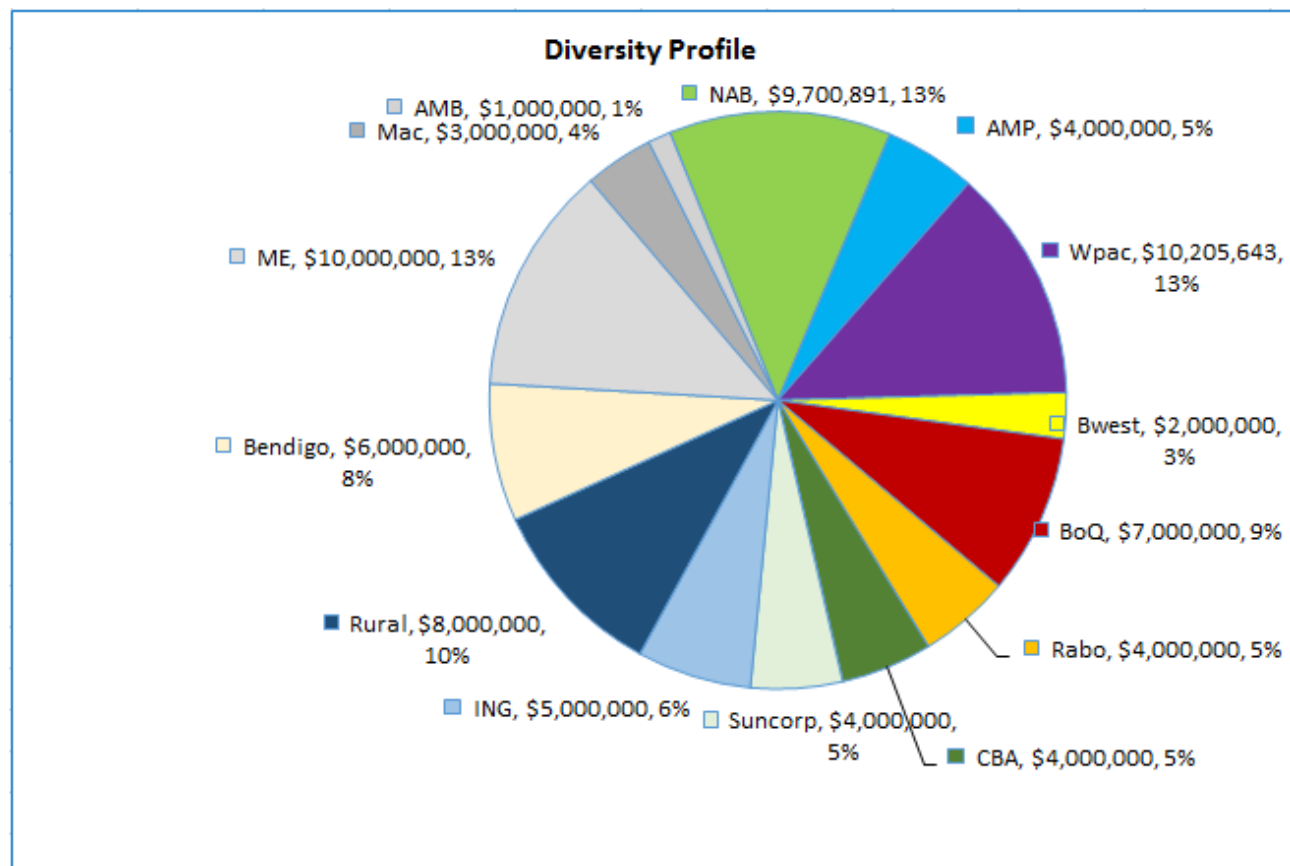
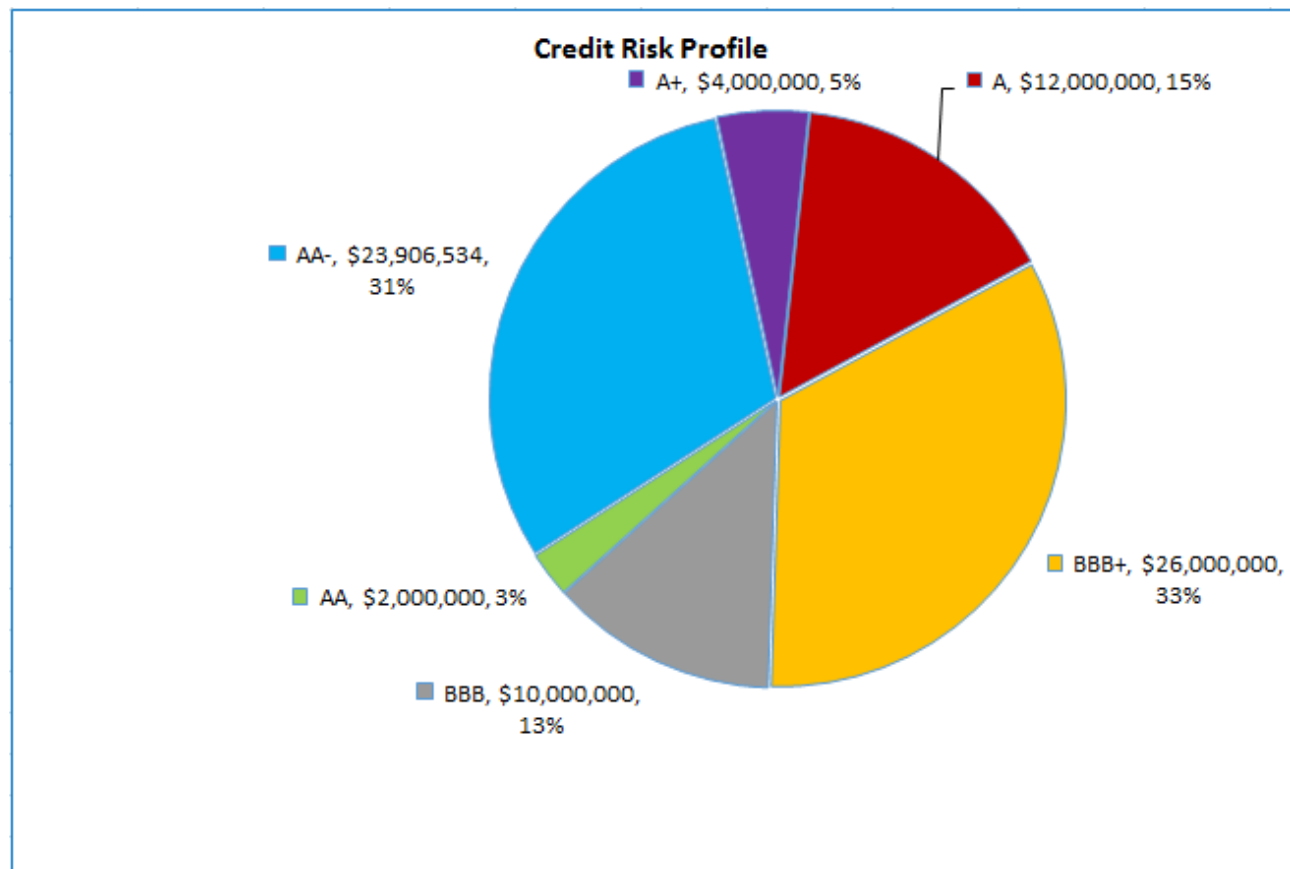
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**Cash and Investments Charts:**









### Investment Portfolio Return:

Benchmarking is used by Council as a gauge for the performance of its portfolio against its investing universe (*universe*: securities sharing a common feature – liquidity, return patterns, risks and ways to invest). A suitable benchmark to review the return on Council's portfolio is the Bank Bill Swap Rate (BBSW), or Bank Bill Swap Reference Rate – a short-term interest rate used as a benchmark for the pricing of Australian dollar derivatives and securities – most notably floating rate bonds.

Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Margin
December	2.33%	2.17%	0.92%	1.25%
November	2.36%	2.26%	0.89%	1.37%
October	2.37%	2.25%	0.93%	1.32%
September	2.41%	2.31%	0.95%	1.36%
August	2.46%	2.48%	0.97%	1.51%
July (2019)	2.45%	2.45%	1.01%	1.44%

*\*The Australian Financial Market Association (AFMA)*

## 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. As no Council Meeting was held in January 2020, the December 2019 report is presented at the Council Meeting in February 2020.

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.

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### 9.1.3 LAKE JINDABYNE SHARED TRAIL PROJECT GRANT FUNDING

Record No:

Responsible Officer:	Acting Director Environment & Sustainability
Author:	Recreation Planner
Key Theme:	1. Community Outcomes
CSP Community Strategy:	1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle
Delivery Program Objectives:	1.3.1 Regional level recreation facilities that encourage an active lifestyle are planned for and provided in partnership with other government agencies
Attachments:	Nil
Cost Centre	7020
Project	Lake Jindabyne Shared Trail Project
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

In February 2019 Deputy Premier John Barilaro made an election promise of \$11.8M for the extension of the Lake Jindabyne Shared Trail. The NSW Department of Premier and Cabinet (DPC) have been undertaking a detailed assessment of the project proposal under several grant funding programs.

DPC have requested further information related to project scope, construction and long term operational costs throughout their project assessment process. The project must satisfy all criteria outlined within the funding program prior to final approval.

For the purposes of meeting grant funding guidelines DPC require an assurance from Council that it will cover the necessary maintenance costs if other funding sources fail to cover any or all of the required revenue. It is anticipated that maintenance costs are likely to be approximately \$100,000 per annum. This includes a total trail network of approximately 50km. It is requested that Council resolve to cover the ongoing maintenance costs to the amount of \$100,000 per year from 2022-23 onwards.

The council is not in a financial position to increase services without either identifying a source of funds or by reducing the level of service elsewhere. DPC is seeking certainty that the Council can fund the project. It should be clear to the community before Council accepts the grant funding that adding this service will result in the need for a higher investment from the community if the other funding sources fail to eventuate.

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

#### OFFICER'S RECOMMENDATION

That Council cover the ongoing maintenance costs of the Lake Jindabyne Shared Trail extension to the amount of \$100,000 per year from 2022-23 onwards through an above rate peg variation if the NSW grant funding commitment is approved to be funded.

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## **BACKGROUND**

The purpose of this report is to update Council on the Lake Jindabyne Shared Trail Project. DPC are currently undertaking a detailed project assessment following the election promise of \$11.8M by Deputy Premier and local MP John Barilaro.

DPC have requested further information related to project scope, construction and long term operational costs throughout their project assessment process. The project must satisfy all criteria outlined within the funding program prior to final approval. Council's Economic Development and Tourism team have been working through the trail planning and grant funding stages. The project presents many challenges that will take time to complete prior to construction. Despite the ongoing assessment process, the apparent commitment of the NSW State Government to providing the grant funding seems promising.

The most recent request from the Department seeks confirmation that Snowy Monaro Regional Council can support the ongoing operational costs associated with the project. It is intended as part of the project to explore and employ methods to raise funding from sources other than Council to contribute to ongoing maintenance. However, whilst the State Government acknowledge these intentions, for the purposes of meeting grant funding guidelines they require an assurance from Council that it will cover the necessary maintenance costs if the other funding sources fail to cover any or all of the required revenue. Maintenance costs wouldn't be required in Council's budget until the 2022-23 financial year at the earliest.

It is anticipated that maintenance costs are likely to be approximately \$100,000 per annum. This includes a total trail network of approximately 50km. It is requested Council resolve to cover the ongoing maintenance costs to the amount of \$100,000 per year from 2022-23 onwards, noting that this funding would only be required in the event that other sources of maintenance funding/arrangements cannot cover some or all of the ongoing costs.

The Lake Jindabyne Shared Trail project has great potential. The new recreational asset will contribute to increasing visitation in the Snowy Monaro Region. The Snowy Monaro Destination Management Plan 2019 states that cycling and mountain biking continues to grow in popularity and has helped contribute to a 22% increase in the number of domestic overnight visitors over the past 5 years.

Council's Economic and Tourism Development team have been working on the planning and grant funding phases over the past 3 years. The summary below provides a brief summary of the sequence of steps undertaken so far:

- A report was prepared to the Executive Team in September 2017 with regard to the detail of the project scope of works. A recommendation was made to focus on detailed design works for the southern route option (Jindabyne to Kalkite and Creel Bay). The budget would not cover detail planning works for the full circuit of Lake Jindabyne. Refer to figure 1 below-Project Scope Map.
  - \$150, 000 was committed to planning and detail trail design under the Major Project Program. A Tender was awarded to Common Ground Trails in January 2018 to undertake the trail design works.
  - Landholder negotiations were undertaken by Council's Recreation Planner. Several issues related to potential impacts upon privacy and trail design were identified.
-



9.1.3 LAKE JINDABYNE SHARED TRAIL PROJECT GRANT FUNDING

- Council were updated on the project at the workshop held at Jindabyne in November 2018. Potential impacts to surrounding landholders were discussed. This included mitigation measures related to screening and trail design.
- Council were updated again on all trail projects in the region at the workshop held in Cooma in June 2019. This presentation focused on the Tyrolean to East Jindabyne connection.
- Common Ground Trails submitted a preliminary draft report for the detailed trail design in December 2019. A number of issues require further work prior to a final design report being completed.

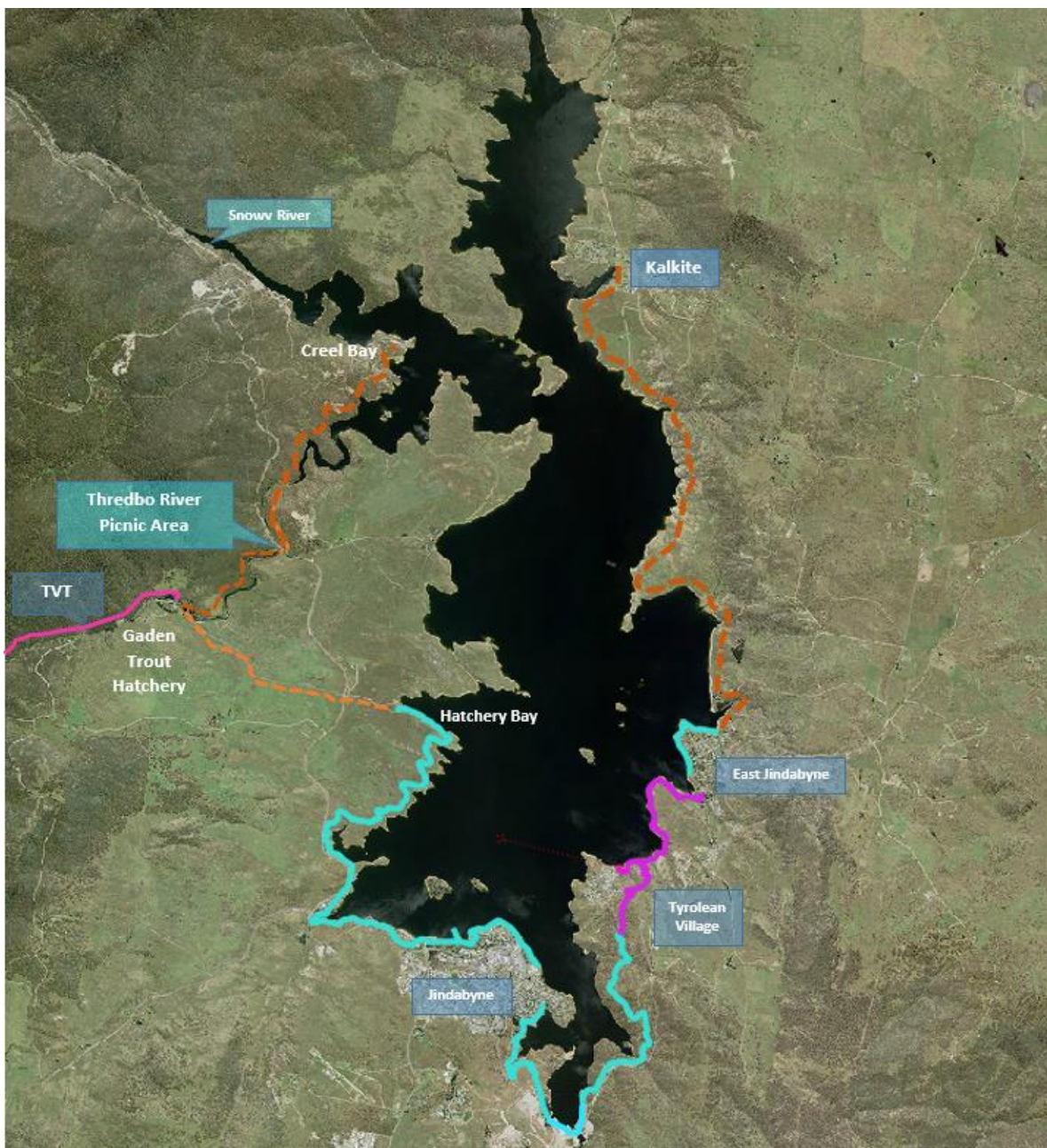


Figure 1 The Southern Route (Kalkite to Creel Bay) - Project Scope Map. The Northern Route (not shown) between Kalkite and Creel Bay is not proposed to be constructed as part of the current project scope.



### ***Trail Design Report***

A number of issues were identified within the preliminary draft trail design report received from Common Ground. There are still several planning phases to finalise before a Development Application can be presented for Council's approval. These issues include easement negotiations and structural infrastructure design in challenging terrain. Several sites have also been identified as needing a land boundary and contour survey. This level of detail is now required at sites where the Lake Jindabyne full supply levels come close to private property land boundaries.

Council's Recreation Planner is working with Common Ground Trails and surrounding landholders to resolve the planning issues and complete the trail design reports. It is anticipated that a draft detail Design Report would be complete by April 2020. This will then require review ahead of a final detailed design report being completed around the middle of the year.

### ***Ongoing Maintenance***

The proposed Lake Jindabyne shared trail extension would result in an overall Council trail network at Jindabyne of approximately 50km. This includes Council's existing 20km trail network combined with the proposed extension of approximately 30km through to Kalkite and Creel Bay.

The general market rate for trail maintenance in Australia is \$1,000 to \$1,500 per kilometre. This amount can vary depending on the quality of the trail construction, soil and geology type and local topography and terrain. The Lake Jindabyne Shared Trail project will also have a number of bridges and steel mesh platforms which add to the overall maintenance cost. This infrastructure also has a life cycle and will require inspection and maintenance long term. If the project were to proceed the recommended annual operational costs are estimated at approximately \$100,000.

Ongoing maintenance costs of the existing shared trail infrastructure is currently sourced from Council's Open Space and Recreation budget combined with an MOU arrangement with a local Trail Stewardship entity. The Jindabyne Trail Stewardship is currently an incorporated not-for-profit organisation, with income sourced via sponsorship from a range of businesses.

The Trail Stewardship Partnership is a governance model which has been successfully deployed in various other popular trail destinations around the world. Some examples include:

- Sierra Buttes Trails Stewardship- <https://sierratrails.org/>
- MTB Trails Trust New Zealand- <http://www.mtbtrailstrust.org.nz/>
- Rotorua Trails Trust- <https://www.rotoruatrailstrust.co.nz/>
- Ride Blue Derby Tasmania <https://www.ridebluederby.com.au/>

Jindabyne Trails Stewardship as an entity currently have the resources but in a voluntary capacity have reached their limit. To properly utilise their resources to the maximum Council would need to make a contribution to their operations. There are also other models of management that will be explored for further on-going maintenance needs as part of this project. This may include:

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- Pay to ride - Visitors purchase a ride permit (Some examples include: Proposed Red Centre Adventure Ride, Track permit New Zealand, Off-Road cycling permit Indiana Department of Natural Resources).
- Funding maintenance via Levies on service providers and events.
- Multi Agency Partnership - Coordination of centralised maintenance framework between land managers with contributions from each partner. Preliminary discussions have already taken place with National Parks and Wildlife-Director Southern Ranges Branch
- Trails Trust - Broader role to current Jindabyne Trail Stewardship that enables internal and external funding to be provided to one entity
- Sponsorship and/or advertising from relevant businesses that extends beyond just local business to regional or national scale business in accordance with the level of tourism interest the Jindabyne area will be attracting.

The existing trail network has been successfully maintained by volunteers and external funding sources so far. This unfortunately does not meet the requirements of the grant funding program assessment. There is risk involved with relying on our existing funding strategies to raise enough revenue annually. DPC have advised that a formal commitment from Council for ongoing maintenance is required in order to complete any funding assessment. The commitment would need to specifically state that SMRC have access to funds to support the full ongoing operational costs for the Lake Jindabyne Shared Trail network.

## **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 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**

An environmental assessment has been undertaken for the proposed trail corridor. Trail construction will incorporate design standards that will ensure minimal impact and reduced maintenance costs.

### **3. Economic**

The proposed plans for further development of shared trails will help increase tourism during the summer months and create sustainable cycling businesses in the region. This would also increase demand for accommodation, retail and other recreational business in the Region.

\$150 000 was committed to trail design and planning under the SMRC Major Projects Program. Deputy Premier John Barilaro made an election promise of \$11.8M for the Lake Jindabyne Shared Trail project in September 2019. The project is currently being assessed by the NSW Department of Premier and Cabinet under several grant funding programs.

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DPC require a commitment from Council for on-going maintenance as part of the funding guidelines. Annual maintenance costs are estimated to be \$100,000 per year. This commitment would not be required until the 2022-23 financial year and may be subsidised by other funding sources.

	Amount	Financial year	Ledger	Account string
<b>Estimated Expenditure</b>				
Trail maintenance	\$100 000	2022-23	GL	
<b>Estimated Revenue</b>				
Above Rate Peg Income	\$100 000	2022-23	GL	

#### 4. Civic Leadership

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

Council have been updated on issues and progress related to shared trail development. Project updates have been discussed at the Council workshops held in November 2018 and June 2019.

Council is also showing leadership through a partnership approach with other key stakeholders including NPWS, NSW Fisheries, Jindabyne Cycling Club and Jindabyne Trail Stewardship.



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#### 9.1.4 MONTHLY FUNDS MANAGEMENT REPORT - JANUARY 2020

Record No:

Responsible Officer: Director Corporate and Community Services  
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:

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 January 2020.

Cash and Investments are \$81,253,024.

#### Certification

I, Matt Payne, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Clause 212 of the Local Government (General) Regulation 2005, that investments as detailed in this report have been 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 January 2020.
- B. Receive and note the Certificate of the Responsible Accounting Officer.

#### BACKGROUND

##### Council's Cash and Investments 31 January 2020:

Cash at Bank	3,345,376
Investments	77,907,648
Total	81,253,024

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## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

Total Cash and Investments are available to provide services and infrastructure to the community in accordance with the 2020 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 \$77,907,648 on 31 January 2020.

#### Investment Register – 31 January 2020:

DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - At Call*	A1+	AA-	At Call	1,701,902	0.70%	At Call
n/a	Westpac Bank - At Call	A1+	AA-	At Call	1,205,746	0.15%	At Call
23-Mar-16	ING Bank	A1	A	TD	1,000,000	3.66%	22-Mar-21
23-Jun-16	Commonwealth Bank	A1+	AA-	TD	4,000,000	2.02%	23-Jun-21
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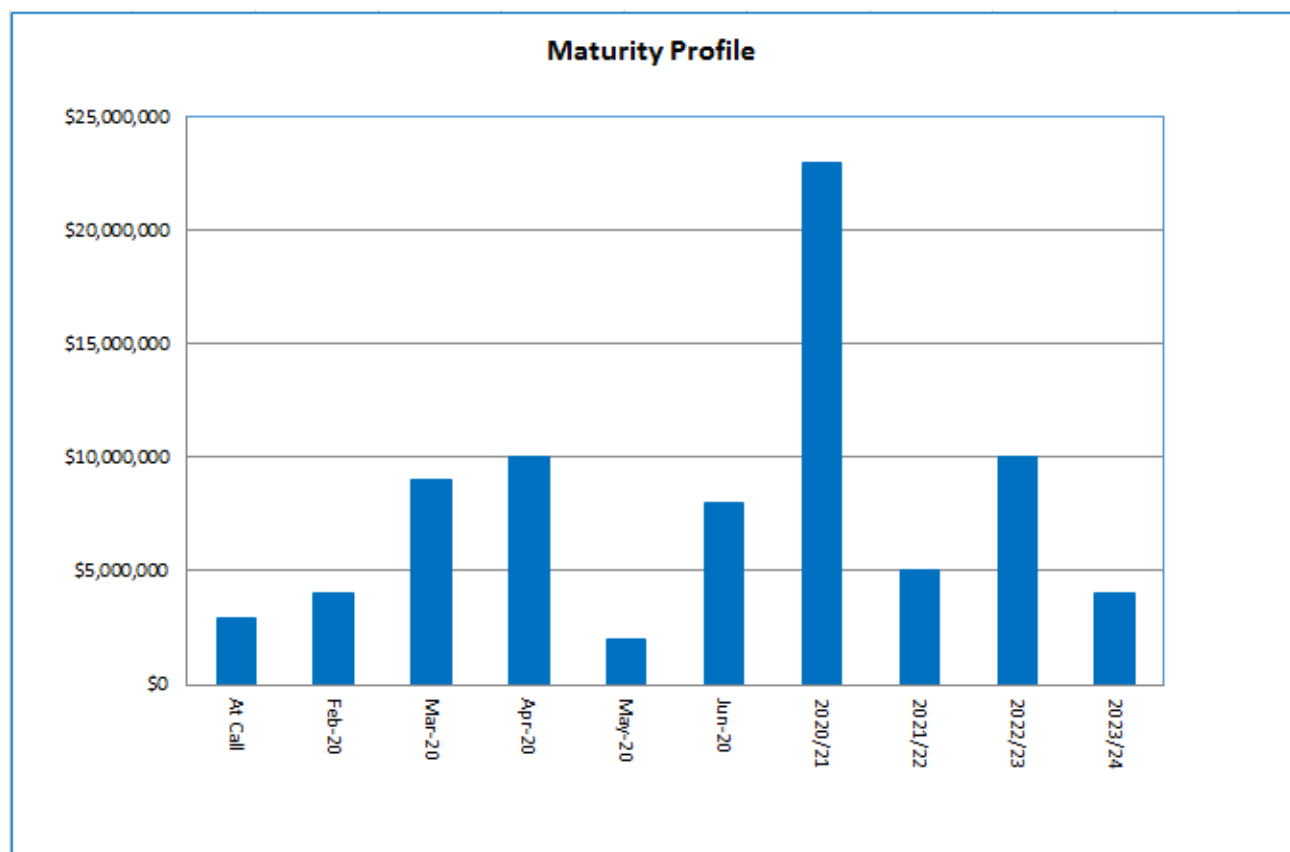
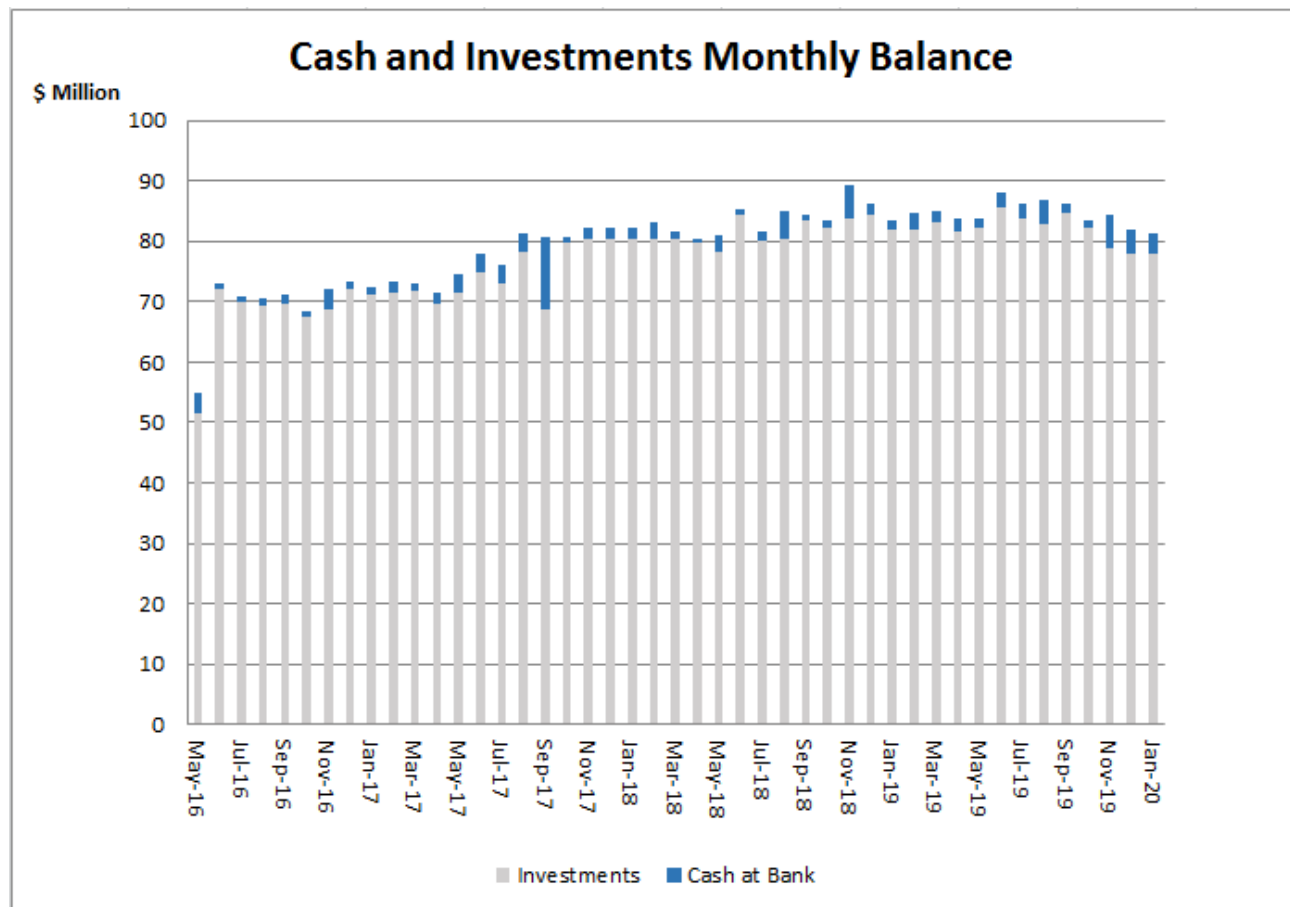
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*Source:* S&P Global Ratings

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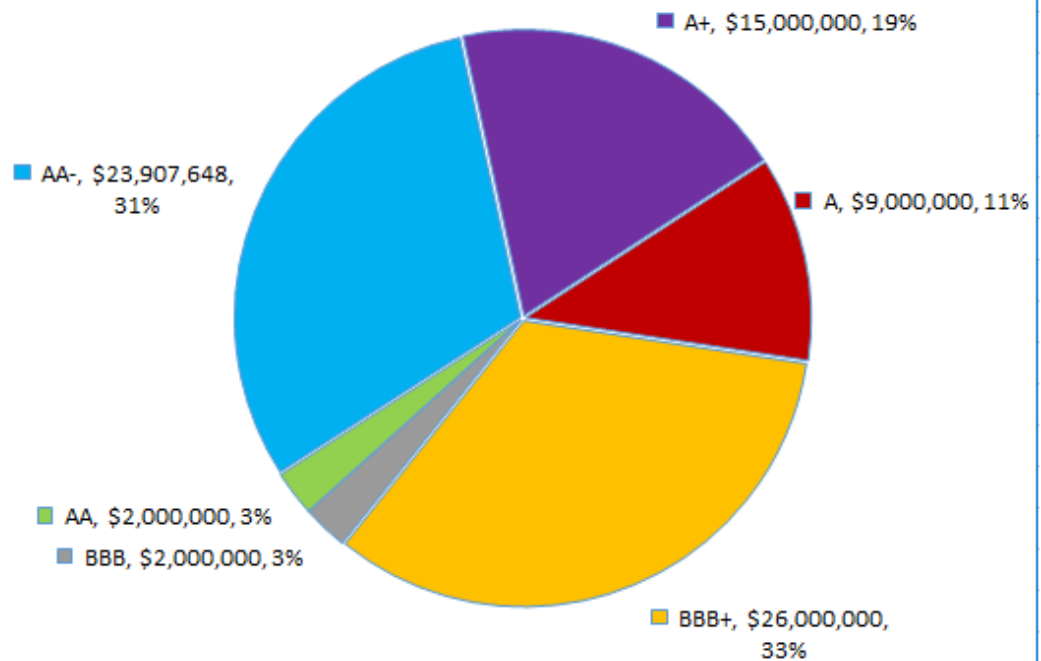


**Cash and Investments Charts:**

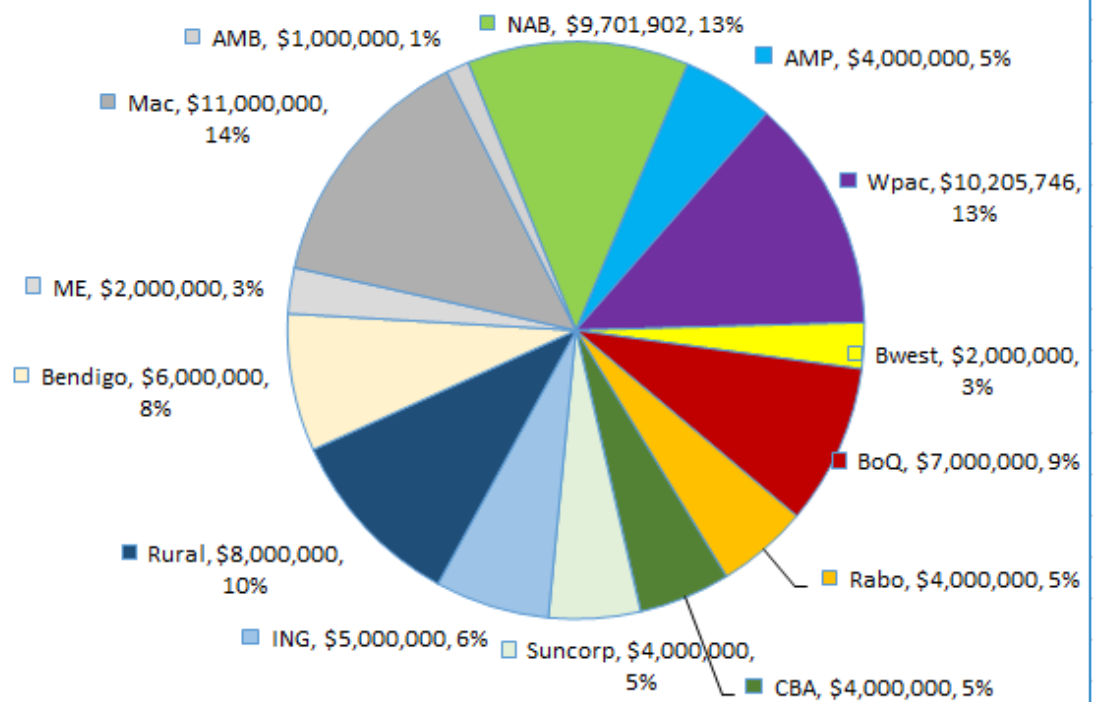




**Credit Risk Profile**



**Diversity Profile**





### Investment Portfolio Return:

Benchmarking is used by Council as a gauge for the performance of its portfolio against its investing universe (*universe*: securities sharing a common feature – liquidity, return patterns, risks and ways to invest). A suitable benchmark to review the return on Council's portfolio is the Bank Bill Swap Rate (BBSW), or Bank Bill Swap Reference Rate – a short-term interest rate used as a benchmark for the pricing of Australian dollar derivatives and securities – most notably floating rate bonds.

Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Margin
January	2.30%	2.15%	0.89%	1.26%
December	2.33%	2.17%	0.92%	1.25%
November	2.36%	2.26%	0.89%	1.37%
October	2.37%	2.25%	0.93%	1.32%
September	2.41%	2.31%	0.95%	1.36%
August	2.46%	2.48%	0.97%	1.51%
July (2019)	2.45%	2.45%	1.01%	1.44%

*\*The Australian Financial Market Association (AFMA)*

## 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.



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### 9.1.5 SNOWY MONARO LOCAL TRAFFIC COMMITTEE REPORT

Record No:

Responsible Officer: Director Environment & Sustainability  
Author: Roads Safety Officer  
Attachments: 1. LTC Minutes 23rd January 2020

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#### EXECUTIVE SUMMARY

The Local Traffic Committee met on 23 January 2020 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 23 January 2020 be adopted.

#### RECOMMENDATION OF THE LOCAL TRAFFIC COMMITTEE – 23 JANUARY 2020

##### 7.1 MONARO HIGH SCHOOL

That Council Approve the Traffic Control Plan, Traffic Movement Plan and the Pedestrian Movement Plan as submitted by the Contractors with the following conditions:

- A. That access to Cooma Cemetery be maintained at ALL times;
  - B. That Variable Message Sign trailers and warning signs be installed prior to the commencement of the 2020 School year to advise motorists of the pending changes to traffic conditions, at contractors expense;
  - C. That a road condition report be produced in consultation with Council prior to commencement of the 2020 School year on Yarra Street and Yanni Street;
  - D. A Dilapidation Report be prepared at the conclusion of construction work covering Yarra Street and Yanni Street;
  - E. That appropriate line marking be carried out for parking on the Cemetery-side of Yanni Street;
  - F. That any reference Knightsbridge Shopping Centre be removed from the document and replaced with site specific information (pg17) regarding Construction workers parking;
  - G. The correct LGA named be used throughout all documentation;
  - H. That the current hours of operation be corrected (p5);
  - I. That references to a "wombat crossing" on Mittagang Road be omitted, as it does not exist;
  - J. That further details be provided regarding the proposed ingress/egress off Yulin Avenue (p16);
  - K. That the contractors provide Council with evidence of having undertaken appropriate consultation with both Bus operators servicing Monaro High School, i.e. Snowliner Coaches and Cooma Coaches;
  - L. That the contractors will be responsible to rectify and damage to roadside infrastructure;
  - M. That the contractors will be responsible, in consultation with Snowy Monaro Regional Council, for any road widening required to accommodate the swept path of any vehicle accessing the site;
  - N. That a comprehensive Traffic Control Plan (Traffic Guidance Scheme) be submitted to Council
-



for approval prior to the commencement of the 2020 school year; and

- O. Road safety officer to consult with contractors regarding arrow markings on the road pavement.

## **7.2 ANZAC DAY - JINDABYNE & BERRIDALE**

That Council approves the request by Snowy River Sub-Branch RSL for temporary road closures in Jindabyne and Berridale associated with the commemoration of ANZAC Day 2020. The temporary road closure in Jindabyne of Kosciuszko Road between Thredbo Terrace (East) and Thredbo Terrace (West). The temporary road closure in Berridale of Kosciuszko Road between Park Street and Myack Street, with the following condition:

- A. That the Sub-branch submit all other documentation including Public Liability Insurance for a minimum of \$ 20 million with SMRC named as an interested party.

## **7.3 NIMMITABEL PUBLIC SCHOOL**

That Council approves the application from Nimmitabel Public school for temporary road closures associated with the Snowy Monaro Primary Schools Sports Association Cross Country event to be held on 25<sup>th</sup> March 2020 from 6:30 am to 3:00 pm, subject to an approved Traffic Control Plan being provided. The roads affected are:

- A. Miller Street from the Golf Course single entry gate to Wolfe Street,
- B. Wolfe Street, from Miller Street to the main entrance of Nimmitabel Public School, and
- C. Bentley Street from the intersection with Wolfe Street (to prevent vehicles using the tracks behind the school and accessing parts of the cross country course.)

## **7.4 ANZAC DAY - BOMBALA 2020**

That Council approves the application from the RSL Sub-Branch, Bombala for temporary road closures associated with the ANZAC Day Commemorations on 25<sup>th</sup> April 2019, from 6:00 am to 6:20 am and 11:00 am to 11:20 am. The road affected are:

- A. Maybe Street from Caveat Street to Burton Street, and
- B. Forbes Street from Therry Street to Wellington Street.

## **7.5 ANZAC DAY - DELEGATE 2020**

That Council approve the application from the Delegate RSL Sub-Branch for temporary road closures associated with the commemoration of ANZAC Day 25<sup>th</sup> April 2020. The roads involved will be:

- A. Bombala Street, Delegate – from Victoria Parade to Church Street and
- B. Campbell Street, Delegate – from Bombala Street to William Street from 10:00 am to 12:00 pm

Also, that Council approve the request from the Delegate RSL Sub-Branch for Council to provide qualified SMRC staff to act as Traffic Controllers for this occasion.

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#### **7.6 SALEYARDS ROAD - REQUEST TO REPLACE GIVE WAY SIGN WITH STOP SIGN.**

That Council:

- A. Approve the installation of 60 ahead signs on Polo Flat Road (near intersection of Karlaminda Road) and give way sign ahead on saleyards road;
- B. Check pavement surface at intersection; and
- C. Check sight distances along the road.

#### **8.1 LETTERS OF AUTHORITY - GENERAL ACCESS - FORESTRY CORPORATION OF NSW AND AUSTRALIAN DEFENCE FORCE**

That Council receive and note the information in the report on Letters of Authority – General Access for Forestry Corporation of NSW and the Australian Defence Force.

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# Minutes

**Local Traffic Committee Meeting**

**23 January 2020**

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**LOCAL TRAFFIC COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, 2 MYACK STREET, BERRIDALE NSW 2628**  
**ON THURSDAY 23 JANUARY 2020**

<b>MINUTES</b>
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<b><u>1.</u></b>	<b><u>OPENING OF THE MEETING</u></b> .....	<b>2</b>
<b><u>2.</u></b>	<b><u>APOLOGIES</u></b> .....	<b>2</b>
<b><u>3.</u></b>	<b><u>DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST</u></b> .....	<b>2</b>
<b><u>4.</u></b>	<b><u>ADOPTION OF MINUTES OF PREVIOUS MEETING</u></b> .....	<b>2</b>
	<b><u>4.1</u></b> <b><u>Local Traffic Committee Meeting 28 November 2019</u></b> .....	<b>2</b>
<b><u>5.</u></b>	<b><u>BUSINESS ARISING</u></b> .....	<b>2</b>
<b><u>6.</u></b>	<b><u>ACTION SHEET</u></b> .....	<b>3</b>
<b><u>7.</u></b>	<b><u>CORRESPONDENCE</u></b> .....	<b>3</b>
	<b><u>7.1</u></b> <b><u>Monaro High School</u></b> .....	<b>3</b>
	<b><u>7.2</u></b> <b><u>ANZAC Day - Jindabyne &amp; Berridale</u></b> .....	<b>4</b>
	<b><u>7.3</u></b> <b><u>Nimmitabel Public School</u></b> .....	<b>5</b>
	<b><u>7.4</u></b> <b><u>ANZAC Day - Bombala 2020</u></b> .....	<b>7</b>
	<b><u>7.5</u></b> <b><u>ANZAC Day - Delegate 2020</u></b> .....	<b>8</b>
	<b><u>7.6</u></b> <b><u>Saleyards Road - Request to replace GIVE WAY sign with STOP sign.</u></b> .....	<b>9</b>
<b><u>8.</u></b>	<b><u>GENERAL BUSINESS</u></b> .....	<b>10</b>
	<b><u>8.1</u></b> <b><u>Letters of Authority - General Access - Forestry Corporation of NSW and Australian Defence Force</u></b> .....	<b>10</b>
<b><u>9.</u></b>	<b><u>MATTERS OF URGENCY</u></b> .....	<b>11</b>
	<b><u>9.1</u></b> <b><u>Parking of Army Vehicles on Australia Day 2020</u></b> .....	<b>11</b>
<b><u>10.</u></b>	<b><u>NEXT MEETING</u></b> .....	<b>11</b>



**MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING  
HELD IN COUNCIL COOMA CHAMBERS, 81 COMMISSIONER STREET, COOMA NSW 2630**

**ON THURSDAY, 23 JANUARY 2020**

**COMMENCING AT 9:30AM.**

<b>PRESENT:</b>	Mr Graham Hope Andy Gaudiosi Councillor Lynley Miners Amanda Shepherd	Chair, SMRC Road Officer Roads & Maritime Services (RMS) Representative Councillor Representative Secretary Council & Committees
<b>APOLOGIES:</b>	Sgt Steve Banner Constable Mick Hartas Mrs Judie Winter Jesse Fogg	NSW Police Force Representative NSW Police Force Representative Local MP Representative Roads & Maritime Services (RMS) Representative

**1. OPENING OF THE MEETING**

The Chair opened the meeting at 9.48AM.

**2. APOLOGIES**

An apology for the meeting was received from Sgt Steve Banner, Constable Mick Hartas, Mrs Judie Winter and Jesse Fogg.

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

Nil.

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

**4.1 LOCAL TRAFFIC COMMITTEE MEETING 28 NOVEMBER 2019**

**RECOMMENDATION**

THAT the minutes of the Local Traffic Committee Meeting held on 28 November 2019 are confirmed as a true and accurate record of proceedings.

**To Be Confirmed**

**Note 1 Confirmation of Minutes from the LTC Meeting held on 28 November 2019.**

LTC Meeting minutes from the 28 November 2019 Meeting will be confirmed at the LTC Meeting to be held on Thursday 26 March 2020, as nobody from this meeting was present at January's meeting.

**5. BUSINESS ARISING**

Nil.



## 6. ACTION SHEET

Nil.

## 7. CORRESPONDENCE

### 7.1 MONARO HIGH SCHOOL

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.1 Management of road corridors is effective and efficient
Attachments:	1. Monaro High School
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

### EXECUTIVE SUMMARY

A request has been received from the contractors undertaking the upgrade of facilities at Monaro High School that will be in place for approximately 12 – 14 months while construction is underway. They have requested a number of items be looked at by Council:

- Changing Yanni Street to a one-way street, from the Snowy Oval end.
- Moving the bus bays from Mittagang Road to Yanni Street.
- Enhancing 45° parking in Yanni Street.

These changes will improve the safety of students and staff during the construction phase.

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

#### COMMITTEE RECOMMENDATION

LTC1/20

That Council Approve the Traffic Control Plan, Traffic Movement Plan and the Pedestrian Movement Plan as submitted by the Contractors with the following conditions:

- A. That access to Cooma Cemetery be maintained at ALL times;
- B. That Variable Message Sign trailers and warning signs be installed prior to the commencement of the 2020 School year to advise motorists of the pending changes to traffic conditions, at contractors expense;
- C. That a road condition report be produced in consultation with Council prior to commencement of the 2020 School year on Yarra Street and Yanni Street;
- D. A Dilapidation Report be prepared at the conclusion of construction work covering Yarra Street and Yanni Street;
- E. That appropriate line marking be carried out for parking on the Cemetery-side of Yanni Street;
- F. That any reference Knightsbridge Shopping Centre be removed from the document and replaced with site specific information (pg17) regarding Construction workers parking;
- G. The correct LGA named be used throughout all documentation;
- H. That the current hours of operation be corrected (p5);
- I. That references to a "wombat crossing" on Mittagang Road be omitted, as it does not exist;



- J. That further details be provided regarding the proposed ingress/egress off Yulin Avenue (p16);
- K. That the contractors provide Council with evidence of having undertaken appropriate consultation with both Bus operators servicing Monaro High School, i.e. Snowliner Coaches and Cooma Coaches;
- L. That the contractors will be responsible to rectify and damage to roadside infrastructure;
- M. That the contractors will be responsible, in consultation with Snowy Monaro Regional Council, for any road widening required to accommodate the swept path of any vehicle accessing the site;
- N. That a comprehensive Traffic Control Plan (Traffic Guidance Scheme) be submitted to Council for approval prior to the commencement of the 2020 school year; and
- O. Road safety officer to consult with contractors regarding arrow markings on the road pavement.

**Moved Andy Gaudiosi**

**Seconded Councillor Lynley Miners**

**CARRIED**

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**Representative of the NSW Police**

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**Representative of the NSW RMS**

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**Representative of the State MP**

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**Representative of the Council**

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## **Note 2 Monaro High School**

The Local Traffic Committee discussed a request that was received from the contractors who are undertaking the upgrade of the facilities at Monaro High School. Some of the changes requested were: Changing Yanni Street to a one way street, moving the bus bays from Mittagang road to Yanni Street and making enhancements to the 45 degree angle parking in Yanni Street.

These changes will improve the safety of students and staff during the construction phase of the upgrades to the facilities.

A comprehensive road management plan has been completed. These changes will be implemented once school goes back next week. This report was also sent to ELT as there was no Council Meeting for the month of January. Local media will also be advertising the changes.

## **7.2 ANZAC DAY - JINDABYNE & BERRIDALE**

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity
Delivery Program Objectives:	2.1.2 Council celebrates and enriches the heritage fabric throughout the region
Attachments:	1. ANZAC Day - Jindabyne 2020 2. ANZAC Day - Berridale 2020
Cost Centre	1802 – Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

## **EXECUTIVE SUMMARY**

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A request has been received from the Snowy River Sub-Branch RSL for temporary road closures in Jindabyne and Berridale associated with the commemoration of ANZAC Day 2019.

The temporary road closure in Jindabyne would be Kosciuszko Road between Thredbo Terrace (East) and Thredbo Terrace (West) between 8:30 am and 10:00 am. Traffic would detour via Thredbo Terrace.

The temporary road closure in Berridale would involve Kosciuszko Road between Myack Street and Park Street between 10:30 am and 12:30 pm. West-bound traffic would detour via Park Street. East-bound traffic would detour via Highdale Street, Gungalin Street and Mackay Street.

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

**COMMITTEE RECOMMENDATION**

**LTC2/20**

That Council approves the request by Snowy River Sub-Branch RSL for temporary road closures in Jindabyne and Berridale associated with the commemoration of ANZAC Day 2020. The temporary road closure in Jindabyne of Kosciuszko Road between Thredbo Terrace (East) and Thredbo Terrace (West). The temporary road closure in Berridale of Kosciuszko Road between Park Street and Myack Street, with the following condition:

- A. That the Sub-branch submit all other documentation including Public Liability Insurance for a minimum of \$ 20 million with SMRC named as an interested party.

**Moved Councillor Lynley Miners**

**Seconded Andy Gaudiosi**

**CARRIED**

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**Representative of the NSW Police**

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**Representative of the NSW RMS**

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**Representative of the State MP**

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**Representative of the Council**

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**Note 3 ANZAC Day - Jindabyne & Berridale**

The Local Traffic Committee discussed the ANZAC Day events to be held in Berridale and Jindabyne. This is a repeat of previous years. No problems were encountered in previous ANZAC Day events held. Traffic control plans will be updated to reflect current date. Both of the events in Berridale and Jindabyne are over short periods of time – Berridale event will run for a while longer as there isn't a lot of room around the war memorial / cenotaph.

**7.3 NIMMITABEL PUBLIC SCHOOL**

Record No:

Responsible Officer: Roads Safety Officer

Key Theme: 1. Community Outcomes

CSP Community Strategy: 1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle

Delivery Program Objectives: 1.3.2 Council has effectively identified community and visitor needs in the development and enhancement of the Region's recreational facilities to ensure sound decision making

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Attachments:	1. Notice of Intention 2. Risk Assessment 3. Police Traffic Management Plan 4. Schedule 1
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

## EXECUTIVE SUMMARY

An application has been received from Nimmitabel Public school for temporary road closures associated with the Snowy Monaro Primary Schools Sports Association Cross Country event to be held on 25<sup>th</sup> March 2020 from 6:30 am to 3:00 pm. The roads affected are:

- Miller Street from the Golf Course single entry gate to Wolfe Street,
- Wolfe Street, from Miller Street to the side entrance of Nimmitabel Public School, and
- Bentley Street from the intersection with Wolfe Street (to prevent vehicles using the tracks behind the school and accessing parts of the cross country course.)

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

### COMMITTEE RECOMMENDATION

LTC3/20

That Council approves the application from Nimmitabel Public school for temporary road closures associated with the Snowy Monaro Primary Schools Sports Association Cross Country event to be held on 25<sup>th</sup> March 2020 from 6:30 am to 3:00 pm, subject to an approved Traffic Control Plan being provided. The roads affected are:

- A. Miller Street from the Golf Course single entry gate to Wolfe Street,
- B. Wolfe Street, from Miller Street to the main entrance of Nimmitabel Public School, and
- C. Bentley Street from the intersection with Wolfe Street (to prevent vehicles using the tracks behind the school and accessing parts of the cross country course.)

Moved Councillor Lynley Miners

Seconded Andy Gaudiosi

CARRIED

Representative of the NSW Police

Representative of the NSW RMS

Representative of the State MP

Representative of the Council

### Note 4 Nimmitabel Public School

The Local Traffic Committee discussed the temporary road closures for the Cross Country event for Nimmitabel Public School. This is a repeat of last year's event. Feedback from last year is that there were no issues. Closures proposed are Council road only, not State road. The traffic control plan allows for bus parking and parent parking for the event.



## 7.4 ANZAC DAY - BOMBALA 2020

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity
Delivery Program Objectives:	2.1.2 Council celebrates and enriches the heritage fabric throughout the region
Attachments:	Nil
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

### EXECUTIVE SUMMARY

An application has been received from the RSL Sub-Branch, Bombala for temporary road closures associated with the ANZAC Day Commemorations on 25<sup>th</sup> April 2020, from 6:00 am to 6:20 am and 11:00 am to 11:20 am. The road affected are:

- Maybe Street from Caveat Street to Burton Street, and
- Forbes Street from Therry Street to Wellington Street.

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

#### COMMITTEE RECOMMENDATION

LTC4/20

That Council approves the application from the RSL Sub-Branch, Bombala for temporary road closures associated with the ANZAC Day Commemorations on 25<sup>th</sup> April 2019, from 6:00 am to 6:20 am and 11:00 am to 11:20 am. The road affected are:

- A. Maybe Street from Caveat Street to Burton Street, and
- B. Forbes Street from Therry Street to Wellington Street.

Moved Councillor Lynley Miners

Seconded Andy Gaudiosi

CARRIED

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Representative of the NSW Police

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Representative of the NSW RMS

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Representative of the State MP

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Representative of the Council

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### Note 5 ANZAC Day - Bombala 2020

The Local Traffic Committee discussed the ANZAC Day event for 2020 in Bombala. Same event, and the same traffic control plan that has been used in previous years. Feedback from last year is that there were no issues. There is no issue with traffic likely, as it is a Public Holiday and not many people will be out on the road.

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## 7.5 ANZAC DAY - DELEGATE 2020

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	1. Community Outcomes
CSP Community Strategy:	2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity
Delivery Program Objectives:	2.1.2 Council celebrates and enriches the heritage fabric throughout the region
Attachments:	Nil
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

### EXECUTIVE SUMMARY

An application has been received from the Delegate RSL Sub-Branch for temporary road closures associated with the commemoration of ANZAC Day 25<sup>th</sup> April 2020. The roads involved will be:

- Bombala Street, Delegate – from Victoria Parade to Church Street and
- Campbell Street, Delegate – from Bombala Street to William Street

from 10:00 am to 12:00 pm

A request has also been received from the Delegate RSL Sub-Branch for Council to provide qualified SMRC staff to act as Traffic Controllers for this occasion.

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

<b>COMMITTEE RECOMMENDATION</b>		<b>LTC5/20</b>
That Council approve the application from the Delegate RSL Sub-Branch for temporary road closures associated with the commemoration of ANZAC Day 25 <sup>th</sup> April 2020. The roads involved will be:		
A. Bombala Street, Delegate – from Victoria Parade to Church Street and		
B. Campbell Street, Delegate – from Bombala Street to William Street from 10:00 am to 12:00 pm		
Also, that Council approve the request from the Delegate RSL Sub-Branch for Council to provide qualified SMRC staff to act as Traffic Controllers for this occasion.		
<b>Moved Councillor Lynley Miners</b>	<b>Seconded Andy Gaudiosi</b>	<b>CARRIED</b>

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Representative of the NSW Police

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Representative of the NSW RMS

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Representative of the State MP

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Representative of the Council

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**Note 6 ANZAC Day - Delegate 2020**

The Local Traffic Committee discussed the ANZAC Day event for 2020 in Delegate. Same event, and the same traffic control plan that has been used in previous years. Feedback from last year is that there were no issues

**7.6 SALEYARDS ROAD - REQUEST TO REPLACE GIVE WAY SIGN WITH STOP SIGN.**

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.1 Management of road corridors is effective and efficient
Attachments:	1. Saleyards Road
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Snowy Monaro Local Traffic Committee

**EXECUTIVE SUMMARY**

Council has received a number of reports concerning “near misses” at the intersection of Saleyards Road and Polo Flat Road, including from a number of Council staff. In each case it has been a heavy vehicle proceeding along Saleyards Road towards Polo Flat Road that has failed to give way at the intersection with Polo Flat Road.

By replacing the GIVE WAY sign with a STOP sign it may make drivers more aware of the situation.

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

**COMMITTEE RECOMMENDATION**

**LTC6/20**

That Council:

- A. Approve the installation of 60 ahead signs on Polo Flat Road (near intersection of Karlaminda Road) and give way sign ahead on saleyards road;
- B. Check pavement surface at intersection; and
- C. Check sight distances along the road.

**Moved Councillor Lynley Miners**

**Seconded Andy Gaudiosi**

**CARRIED**

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**Representative of the NSW Police**

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**Representative of the NSW RMS**

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**Representative of the State MP**

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**Representative of the Council**

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**Note 7 Saleyards Road - Request to replace give way sign with a stop sign.**

The Local Traffic Committee discussed some of the issues along Saleyards Road in Cooma, as well as the request that was received to replace a give way sign with a stop sign in the area.

Some of the issues discussed were that Saleyards road is a 'downhill' road, and some truck drivers are 'hard stopping'. There have also been several reports of near misses along the section of road. There was a suggestion of easing this by placing the stop sign back 100 metres.

RMS NSW Representative recommended that instead of placing stop signs along the road, placing 60km ahead signs is acceptable and can be done as it is not a regulatory sign. Checks of the pavement surface at the intersection, checks of line markings, as well as checking the sight distances along the road can be conducted. At this point in time, there is no current justification to place stop signs.

## **8. GENERAL BUSINESS**

### **8.1 LETTERS OF AUTHORITY - GENERAL ACCESS - FORESTRY CORPORATION OF NSW AND AUSTRALIAN DEFENCE FORCE**

Record No:

Responsible Officer:	Roads Safety Officer
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	7.1 Protect, value and enhance the existing natural environment
Delivery Program Objectives:	7.1.1 The Region's natural environment remains protected through delivery of a range of Council programs and regulatory compliance  Ordinary Council at its meeting on 20 February 2020 resolved that the matter be referred to the Local Traffic Committee Meeting meeting to be held on 23 January 2020.
Attachments:	1. General Access - Forestry 2. General Access - Defence
Cost Centre	1802 Transport Infrastructure (Operations)
Project	Oversize/Over Mass Vehicle Access

#### **EXECUTIVE SUMMARY**

Council has received a request from Forestry Corporation of NSW and Australian Defence Force for general access to a number of Council roads in the SMRC area.

Normally, a request for a heavy vehicle (Oversize/Over Mass) to access a single Council road of a collection of Council roads would be made through the National Heavy Vehicle Regulator. The NHVR requires all roads to be listed on a permit application. However, in both of these cases both the Forestry Corporation of NSW and Australian Defence Force have requested access to a large number of Council roads as outlined in the Letters of Access.

Forestry Corporation of NSW are requesting access to multiple Council roads in the forest areas around Bombala for the purposes of firefighting.

The Australian Defence Force are requesting access to multiple Council roads across the Council area to support the Royal Military College – Duntroon training exercise to be held in the Cooma area in 2020.

The Letters of Authority contain conditions that would be similar to those placed on an applicant requesting access for any road within the Council area.

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

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**COMMITTEE RECOMMENDATION**

**LTC7/20**

That Council receive and note the information in the report on Letters of Authority – General Access for Forestry Corporation of NSW and the Australian Defence Force.

**Moved Councillor Lynley Miners**

**Seconded Andy Gaudiosi**

**CARRIED**

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**Representative of the NSW Police**

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**Representative of the NSW RMS**

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**Representative of the State MP**

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**Representative of the Council**

**Note 8 Letters of Authority - General Access - Forestry Corporation of NSW and Australian Defence Force**

The Local Traffic Committee discussed the letters of Authority for general access for floating bulldozing / equipment into fire areas to fight fires and improve containment lines, mainly for the area of Bombala.

**9. MATTERS OF URGENCY**

The Army is in the Monaro area and have been asked to be a part of the Australia Day celebrations. They have asked if they can park their vehicles in Massie Street, Cooma alongside Centennial Park. Vehicles would need to be parked parallel to kerb. A number of trailers and caravans are to be expected for Australia Day as well.

There was no time for this information / report to go to Council, as there was not Council Meeting scheduled for January 2020.

**9.1 PARKING OF ARMY VEHICLES ON AUSTRALIA DAY 2020**

**COMMITTEE RECOMMENDATION**

**LTC8/20**

That Council agree to allow Army vehicles to park in Massie Street Cooma, alongside Centennial Park on Australia Day 2020.

**Moved Councillor Lynley Miners**

**Seconded Andy Gaudiosi**

**CARRIED**

**10. NEXT MEETING**

Thursday 26 March 2019 - 9.30AM – Cooma Library (Vin Good Room).

There being no further business the Chair declared the meeting closed at 11.01AM.

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**CHAIRPERSON**

The above minutes of the Local Traffic Committee Meeting of Snowy Monaro Regional Council held on 23 January 2020 were confirmed by Committee at a duly convened meeting on at which meeting the signature hereon was subscribed.

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### 9.1.6 SECTION 355 SNOWY MONARO TOURISM ADVISORY COMMITTEE

Record No:

Responsible Officer:	Group Manager Economic Development and Tourism
Author:	Manager Tourism & Events
Key Theme:	2. Economy Outcomes
CSP Community Strategy:	6.1 The Snowy Monaro region is a destination that offers a variety of quintessential year – round experiences, attractions and events
Delivery Program Objectives:	6.1.1 Promote tourism and enhance the Snowy Monaro Region as a year round destination of choice through a collaborative approach between all stakeholders and interest groups
Attachments:	1. Tourism Committee Charter
Cost Centre	
Project	
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

This report provides Council with information regarding the Section 355 Snowy Monaro Tourism Advisory Committee and recommends particular individuals for membership of the Committee following an application process that took place towards the end of last year.

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

#### OFFICER'S RECOMMENDATION

That Council:

- A. Receive and note the information regarding the purpose and membership of the Section 355 Snowy Monaro Tourism Advisory Committee;
- B. Endorse the Charter for this Committee as attached to this report; and
- C. Approve the community members recommended for membership of the Committee, being Mr Luke Kneller (CEO TSM), Ms Susie Diver, Mr Peter Cottrell, Ms Gail Eastaway, Mr Tim Corkhill, Mr Barry Wrenford and Mr Duncan Isaksen-Loxton.

#### BACKGROUND

Action 1 of the Snowy Monaro Destination Management Plan is to finalise the establishment of the regional governance model which includes clarification of the roles for Tourism Snowy Mountains (TSM) and the Snowy Monaro Regional Council (SMRC) Tourism Committee. Completion of this action requires the SMRC Tourism Committee to be finalised and its charter adopted. TSM have advised that their recently appointed CEO, Mr Luke Kneller, will be their representative on the Committee. This will ensure continuity between the activities of TSM and the Committee.

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The call for nominations for membership of the Snowy Monaro Tourism Advisory Committee was advertised through media channels, Councils website and social media, and through community networks from 14 October 2019 to 11 November 2019. The nominations process sought up to 6 community representatives for membership of the committee, for a period aligned to the Council term.

Applications were reviewed on Thursday 5 December 2019 by a panel consisting of Mayor Peter Beer, Economic Development & Tourism Group Manager Mark Adams and Tourism & Events Manager Donna Smith. The recommended members were chosen on the basis of their skills and experience, with additional consideration given to representation from around the region.

Following the review process, the membership of the Section 355 Snowy Monaro Tourism Advisory Committee is recommended as follows:

Mayor Peter Beer

Rogan Corbett (Nominated Councillor)

Mark Adams (Economic Development & Tourism Group Manager)

Donna Smith (Tourism & Events Manager)

**Community Representatives:**

Luke Kneller (Tourism Snowy Mountains)

Susie Diver

Peter Cottrell

Gail Eastaway

Tim Corkhill

Barry Wrenford

Duncan Isaksen-Loxton

Although one Councillor plus the Mayor is nominated to be on the Committee, other interested Councillors may attend as observers as is the case for any other committee of the Council.

**QUADRUPLE BOTTOM LINE REPORTING**

**1. Social**

The primary role of the Tourism Advisory committee is to represent the tourism industry, provide advice and make recommendations to Council on matters relating to tourism, the development of tourism and the future of tourism in the Snowy-Monaro LGA. The appointment of members to the Tourism Advisory Committee will allow Council to engage with skilled and informed community representatives on matters relating to tourism. The appointment will allow the committee to start meeting and working towards the objectives of the Snowy Monaro Destination Management Plan.

**2. Environmental**

There are not expected to be any environmental impacts as a result of this report.

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### **3. Economic**

There are not expected to be any economic impacts as a direct result of this report. The committee may, in the future, engage in projects and initiatives which may have an economic impact for the region.

### **4. Civic Leadership**

Section 355 Committees are a key community engagement mechanism for Council. This process empowers the community to be involved in determining and driving key community projects, and allows the community to provide informed advice and recommendations to Council as appropriate.

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## **Snowy Monaro Tourism Advisory Committee Charter**





### Record of Versions

Date Published	Reason for Amendments	Resolution	Author/Document Owner

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



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## 1 Overview

The provision of tourism services by Council is a function delegated under the NSW Local Government Act 1993.

The role of local government in tourism destinations is to support, facilitate and help build the capacity of the local tourism industry in order for the industry to grow sustainably and to ensure the wellbeing of its residents.

Tourism in this context includes:

- Accommodation
- Hospitality
- Attractions
- Activities & Events
- Industry operators
- Landscape and the natural environment
- Physical infrastructure
- Marketing and promotion

## 2 Title of the Committee

The title of the committee shall be 'Snowy Monaro Tourism Advisory Committee' (SMTAC)

## 3 Role of the Committee

The primary objective of the Tourism Committee is to represent the tourism industry, provide advice and make recommendations to Council on matters relating to tourism, the development of tourism and the future of tourism in the Snowy-Monaro LGA.

Specifically the Committee will support the implementation of the Snowy Monaro Destination Management Plan 2019

## 4 Purpose of the Committee

- The SMTAC is to promote, support and identify tourism and tourism opportunities in the Snowy Monaro region.
- Undertake actions in partnership with Council to promote tourism
- Raise awareness within the community of the value and benefits of tourism
- Provide input on the implementation and review of Council's priorities from the SMRC Destination Management Plan and Council's corporate plans.
- Advise and support Council regarding tourism trends, activities, initiatives and infrastructure and make recommendations to Council as appropriate
- Encourage Council to resource and/or support tourism initiatives identified as having a benefit to the community/region.
- Provide a voice or pathway for the towns and villages within the region in regards to local level tourism opportunities and/or issues.



## 5 Power of the Committee

The Committee exercises functions of Council as a Committee under Section 355 of the Local Government Act 1993.

The power of the Committee is limited to the exercise of advisory power. It does not have power to make decisions that will bind the Council or to commit the expenditure of the financial resources of Council or any other organisation without express authorisation. No budget/funding has been allocated to the Tourism Advisory Committee.

The Committee has the power to make recommendations to Council. These recommendations may be adopted by Council resolution, per standard Council reporting procedures.

The minutes of each committee meeting will be sent to Council for receipt and notation. Any recommendations emerging for the committee will be submitted to Council in the report attached to the minutes.

## 6 Delegation of Power

The Committee, where relevant, is authorised to form sub-committees (working groups) related to specific initiatives, ideas, events, etc.

The final recommendations of any sub-committees must be approved by the committee prior to submission to Council.

## 7 Structure and Composition of the Committee

The membership will reflect a diverse range of interests, experience and expertise within the tourism industry. The membership will also aim to fairly reflect the demographic and geographic diversity of the region.

Committee membership shall comprise:

- One (1) Councillor
- One (1) SMRC Economic Development and Tourism Group Manager
- One (1) SMRC Tourism and Events Manager
- One (1) Tourism Snowy Mountains representative
- Up to Six (6) members of the public following an advertised application and selection process.

A maximum of ten (10) members with a quorum of six (6) – *The Mayor may attend or chair any meeting at his/her discretion*

**Election of Chairperson:** The Committee shall, at its first meeting and each two years, or on resignation, elect a Councillor as Chairperson. In the event of the absence of the Chairperson at a meeting, the Deputy Chairperson will act as Chairperson.

**Deputy Chairperson:** The Committee shall, at its first meeting and each two years, or on resignation, elect a Councillor as Deputy Chairperson.



Members will be expected to possess:

- Ability to represent and reflect the different segments of the tourism industry (e.g. caravan and camping, tour operators, attractions, accommodation, food & beverage)
- Knowledge of how the tourism industry through Regional Tourism Organisations, Destination NSW and Tourism Australia, works collaboratively in areas such as grants, industry development, marketing and infrastructure.
- Knowledge of economic, social and environmental opportunities and challenges that face the tourism industry in Snowy Monaro.
- Experience in all or any of the following areas;
  - Tourism at a local and/or regional level
  - Tourism associations and/or business networks
  - Business, management, marketing, research
  - Community initiatives that contribute to the local tourism economy
  - Committees or boards

**Appointment of members:**

The SMRC Councillor representative/s will be appointed by Council during their delegation to Committees process.

The SMRC staff representation will be appointed by the Group Manager Economic Development and Tourism.

The Tourism Snowy Mountains (TSM) representative will be appointed by the TSM board.

The positions of community representatives will be sought through public advertisement. Selection of these members will be based on written application and appointed by Council.

Representatives must be willing to abide by the committee charter and Councils Code of Conduct.

**Term of membership:**

The term of this committee will be that of the term of Council (4 years or the balance remaining of the 4 years). At the end of each term the composition and function of the committee will be reviewed and a recommendation made to Council.

Any representative is eligible for reappointment upon completion of their term of membership however community representatives will be limited to two terms on the Committee to ensure a diversity of views are represented over time.

A member who fails to attend three consecutive meetings without submitting a satisfactory explanation will forfeit their membership on the committee.

Should a member of the committee resign for any reason, that position will be declared a casual vacancy.

In the instance of a casual vacancy, the position will be readvertised and an appropriate replacement chosen according to the selection criteria. Any community representative appointed to fill a casual vacancy shall serve the balance of the term of that membership.



Members are elected on a voluntary basis. No payment or reimbursement of expenses is made available to members.

Non-members with an interest or expertise in a relevant area may attend the Tourism Committee meeting by invitation of the Committee. Non-members may participate in conversation but not vote on Committee business.

It is permissible for a quorum to meet through digital means including teleconferencing.

## 8 Principal Office Bearers

### Chairperson:

The committee shall be chaired by the appointed Councillor or his/her alternate.

If no Councillor is available one of the attendees will be chosen as Acting Chair for that meeting.

The role of the Chairperson is to keep order at meetings and co-ordinate with Committee Secretary.

### Secretary:

Council shall provide secretariat support for the Tourism Committee through the Economic Development and Tourism business unit.

Responsibilities include:

- Distributing meeting agendas, minutes and correspondence to members.
- Minuting meeting procedures
- Reporting meeting minutes and recommendations to Council
- Ensuring relevant records are filed in accordance with Council's reporting and record keeping obligations
- Coordinating meetings including:
  - Booking a venue for each meeting
  - Sending out meeting notifications, and
  - Sending out meeting reminders

All activities shall be undertaken in collaboration with the Chair and other relevant members of staff.



## 9 Meetings of the Committee

The following procedure shall apply:

- The committee is to meet a minimum four times per annum at times and dates to be agreed at the first meeting.
- Locations and times to be determined by the committee, rotating between the major towns in the region, if required.
- A notice of each meeting confirming the date, time, venue and agenda will be forwarded to each member of the Committee as soon as practicable prior to the meeting date.
- All meetings shall be minuted by the Secretary. Minutes will be prepared and distributed to members promptly by email after each meeting.
- Items of business for each meeting shall be decided by the Council representatives after consultation with committee members.
- The minutes of the previous meeting shall be included as a standard item of business.
- Disclosure of conflicts of interest will be included as a standard item of business. All members will be asked at the beginning of each meeting to disclose any potential conflicts. Members of the committee will not participate in discussions and will not vote on any issues in respect of which there is an actual or perceived conflict of interest.
- An action sheet or table will be included in the agenda and minutes as a standard item of business.

### Voting Rights

Each elected member of the Committee is entitled to vote on items of business requiring a decision. Each member will have one (1) vote. In the event that the Committee vote is tied, the chair can cast the deciding vote.

## 10 Review and Assessment of the Committee

Council staff will prepare a brief annual report for Council summarising the Committee's recommendations.

Council may evaluate the performance of the Committee as appropriate.

This Charter will be reviewed upon the appointment of new community representatives following each Council election cycle.



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### 9.1.7 TRANSFER OF CROWN ROAD BUNYAN

Record No:

Responsible Officer:	Acting Director Environment & Sustainability
Author:	Property Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	1. Copy of DA Document - <b>Confidential</b> 2. Map of Area to be Transferred - <b>Confidential</b>
Cost Centre	1830 Unsealed rural roads: local
Project	
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

Approximately 1.67km of Crown Road at Bunyan has been maintained by Council over many years and as a condition of a DA approval given in 2015, under the section of Required Works (see attached) it states “The existing public road between Murrells Road (chainage 1.2km from Monaro Highway) and proposed Lot 2 shall be upgraded.....”

For this to take place the Crown Road must be transferred to Council. Diagram attached of Crown Road section to be transferred to Council.

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

#### OFFICER’S RECOMMENDATION

That Council

- A. Write to the Crown requesting the section of Greystone Road of approximately 1.67km be transferred to Council as per the map outlining the area; and
- B. Include the road in Council’s roads assets register.

#### BACKGROUND

There is a condition as part of approved DA 10.2015.399.1 with determination date 13/03/2015 that states “The existing public road between Murrells Road (chainage 1.2km from Monaro Highway) and proposed Lot 2 shall be upgraded.....” (refer Condition 4 of DA consent attached).

Condition 8 also requires the applicant to obtain a Section 138 Roads Act approval to undertake the required road upgrading works, however, Council cannot issue that approval as the road authority until the road has been transferred to Council ownership.

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This part of the road has been maintained by Council for many years and is a Crown Road. Crown have advised for the transfer of this road to Council to take place a Resolution is required. Crown have supplied a map of the area which shows the length of road to be transferred to Council (please see attached).

## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

Council considers the wellbeing of the community and encourages positive outcomes.

### 2. Environmental

All environmental impacts will be dealt with under the DA.

### 3. Economic

A positive economic outcome for Council and the community is expected.

Estimated Expenditure	Amount	Financial year	Ledger		Account string															
Crown Road Transfer Fee	\$660.00	19/20	G	L	1	8	3	0	1	0	0	1	6	3	2	4	3			
	\$																			
	\$																			
Funding (Income/reserves)	Amount		Ledger		Account string															
	\$																			
	\$																			
	\$																			

### 4. Civic Leadership

Council's Civic Leadership is based on its vision as a trusted community partner.



### 9.3.1 REQUEST TO ACQUIRE AND REPAIR/REPLACE BAIRDS CROSSING BRIDGE OVER SNOWY RIVER

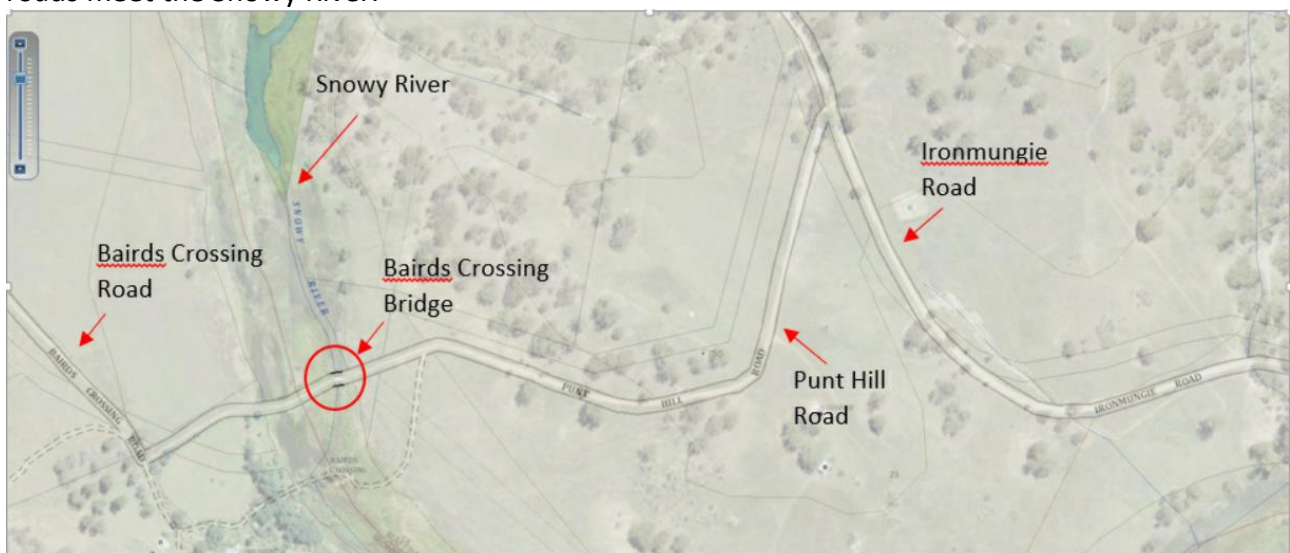
Record No:

Responsible Officer:	Director Environment & Sustainability
Author:	Group Manager Transport & Infrastructure
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	9.1 Transportation corridors throughout the region are improved and maintained
Delivery Program Objectives:	9.1.2 Our local road network is planned, built and repaired to improve movement across the region
Attachments:	1. Bairds Crossing Options Report
Cost Centre	1802 Roads Management Operations & 1854 Bridges Unsealed Rural Roads Local
Project	Bairds Crossing Bridge
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

At the meeting of Council on 2 August 2018, resolution 1/18 was made to rename Ironmungie Road, between Jimenbuen Road and Punt Hill Road, to Bairds Crossing Road.

Bairds Crossing Road connects the Jimenbuen Road to Punt Hill Road at the point where both roads meet the Snowy River.



A request has been received for Council to build a new bridge across the crossing.



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

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

That Council:

- A. Receive and note the report on the request to acquire, repair/replace Bairds Crossing Bridge over the Snowy River.
- B. Reject the proposal for Bairds Crossing Bridge to become a Council Asset and be subject to Council's asset maintenance/replacement program.

#### **BACKGROUND**

Historically the naming of Ironmungie Road has been problematic due to Ironmungie Road existing in both former Cooma Monaro Shire LGA (between Snowy River Way and Bungarby Road) and Snowy River Shire LGA (between Jimenbuen Road and the Snowy River).

In 2000 the former Cooma-Monaro Shire Council renamed a section of road from Ironmungie Road to the Snowy River as Punt Hill Road.

In 2014 a request was made to Snowy River Shire Council by Land and Property Information and the Local Emergency Management Committee (LEMC) to rename Ironmungie Road from its connection with Jimenbuen Road to the Snowy River and in 2018 Council resolved to rename this section of road, Bairds Crossing Road.

Punt Hill Road and Bairds Crossing Road are Council public roads. The bridge crossing the Snowy River (Bairds Crossing Bridge) is not, and the unsatisfactory condition of this bridge has required the crossing to be closed to all traffic due to concerns for public safety.

The structure (causeway) crossing Snowy River and connecting Bairds Crossing Road to Punt Hill Road has never been a Council asset, was installed by a local land owner and its condition has now deteriorated, leading to the closing of this crossing to all traffic on safety grounds.





Correspondence received from a landowner on 7 December 2019 stated:

*"With regards to the commute to my property which I have owned for 3 years, I have been travelling via Ironmungie road then onto Punt Hill road and then onto Bairds Crossing Road. This route involves crossing the Snowy River which is located in the middle of Punt Hill road. The commute via Punt Hill road is possible due to a small bridge that looks to have been constructed over 50 years ago".*

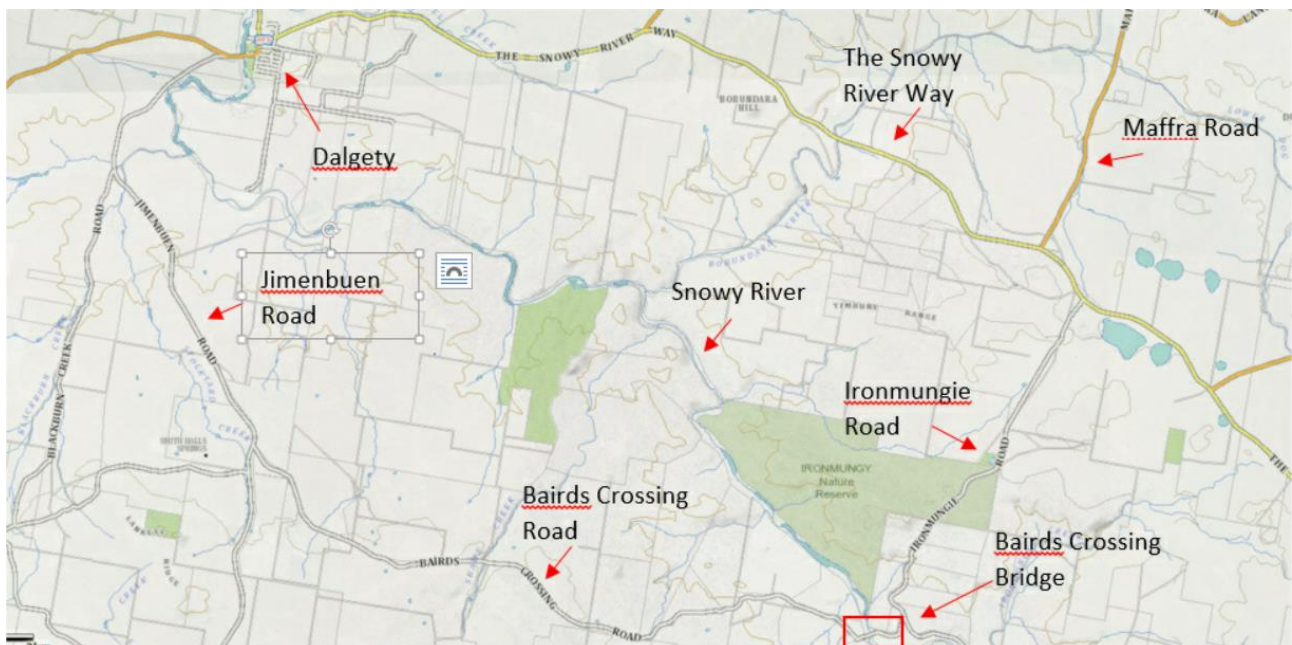
The landowner goes on to say:

*"The commute over this bridge at Bairds Crossing allows for a quick travel time to Cooma and Canberra from the Bairds Crossing Road."*

The landowner requests:

*"With the merger of councils in the Snowy Monaro region, the Snowy River at Bairds Crossing is no longer a council boundary between two separate councils, thus the fate of our extremely useful bridge in Punt Hill road over the Snowy River lies in the hands of the Snowy Monaro Council. I implore council to build a new bridge that will accommodate for the future environmental flows and allow for vehicles to cross all year round."*

In December 2019, Council staff commissioned an Options Report to provide visibility of the types of structure and cost of a replacement bridge should Council resolve to acquire and maintain Bairds Crossing Bridge as a Council asset. The Options report is attached for information.



At the Council meeting of 19 December 2019, members of the public addressed Councillors in the open forum section of the Council meeting, requesting Snowy Monaro Regional Council to take ownership of the existing bridge and undertake repair or replacement action to install a fully engineered and compliant structure suitable for public use.

Comments made by members of the public during presentations to Councillors established that:

- The existing structure was a *"non-approved community-built crossing."*
-



- Heavy truck usage was the probable cause behind the existing structures deterioration
- In its current condition the bridge is “quite dangerous”.
- Acknowledging the existing structure was not fit-for-purpose and therefore replicating the existing structure was not an option.
- The current structure is subject to inundation following releases from Lake Jindabyne or higher water flows after rainfall.

While these comments should be taken in context of the overall presentation, it does highlight that the ‘bridge’ at the crossing is not an approved structure; it did not meet minimum construction standards or load ratings; and is dangerous in its current state.

Comments were also made in relation to the number of rural-residential allotments created through previous subdivisions in the area. These subdivisions had been approved by both the former Snowy River and Cooma-Monaro Shire Councils respectively in the 1980’s / early 1990’s.

It should be noted that, at that time, the bushfire standards would not have required provision of alternate access in 2 different directions, with many of the current bushfire prone land requirements being introduced in 1997.

While the first version of AS3959 ‘Construction of buildings in bushfire prone land areas’ was released in 1991, this document deals with construction methods and materials for dwellings in bushfire prone areas, it does not include requirements for access.

The RFS document ‘Planning for Bushfire Prevention’ (referenced under the EP&A Act) was introduced around 2002. This document includes provisions in relation to access requirements.

Not all of the properties in the area were shown as ‘bushfire prone’ on the previous versions of the Bushfire Prone land maps. The map endorsed by Council at its meeting of 19 September 2019 and referred to the RFS for certification, does show land in the area as bushfire prone, however, any newer requirements or standards of construction/development, including access, are not applied retrospectively.

## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

Advice from the landowner is that the commute via Bairds crossing bridge provides quicker access to both Cooma and Canberra. To clarify this point and taking Punt Hill Road as the start point, the approximate distances to townships within the Monaro are:

- Punt Hill Road to Dalgety:
    - Via the Snowy River Way = 22.5 Km
    - Via Bairds Crossing Road = 21 Km
  - Punt Hill Road to Jindabyne:
    - Via the Snowy River Way = 57.8 Km
    - Via Bairds Crossing Road = 54.9 Km
-



- Punt Hill Road to Cooma:
  - Via Maffra Road = 47.5 Km
  - Via Bairds Crossing Road = 72.7 Km

## 2. Environmental

Any crossing of the Snowy River requires careful consideration of the Environment, Heritage and Cultural significance associated with the River. If a renewal project is undertaken, the existing structure will have to remain in-situ until all environmental considerations have been completed and necessary approvals obtained, and therefore the current restrictions on all traffic accessing the bridge must remain.

## 3. Economic

The estimated cost for a replacement bridge is between \$700,000 and \$2M and the Options Report presents a number of possible bridge crossing options. There will be a requirement for an Environmental Assessment and approval from the Department of Primary Industries (Fisheries) during the options process. An estimate of \$5,000 was set aside to undertake this study and was funded through the Road Management Operations budget.

Estimated Expenditure	Amount	Financial year	Ledger	Account string
Options Study	\$5,000	2019/20		
	\$			
	\$			

## 4. Civic Leadership

Council has previously been reluctant to take ownership of a bridge (or any asset) that is acknowledged by the public as a non-council asset. Although the costs associated with removal of the existing bridge along with those for a replacement bridge plus ongoing maintenance have not been fully identified, the Options Report does provide a range of potential costs from \$752,000 to \$2.1M.

Council is also reminded that, at its meeting of 17 October, Council reversed an earlier decision to take ownership of the bridge across Bredbo river on the Bundarra road, even though that structure is quite significantly more robust than the bridge at Bairds Crossing.



**VLA**

**Consulting Engineers**  
Van Leeuwen and Associates Pty Ltd  
ABN 66 328 801 288

Structural	Buildings	Bridges	Towers	Equipment	
Civil	Roads	Drainage	Water Supply	Sewerage	Subdivisions
Geotechnical	Site Assessment	Soil Testing and Stability			
Environmental	Contamination	Erosion	Water Management	Water Quality	
Construction	Project Managers	Inspections	Supervision	Plans	

**MAIN OFFICE**  
P.O. Box 8110  
Wolumla NSW 2550  
Email : [vw1211@gmail.com](mailto:vw1211@gmail.com)  
Ph : 0437 597 774

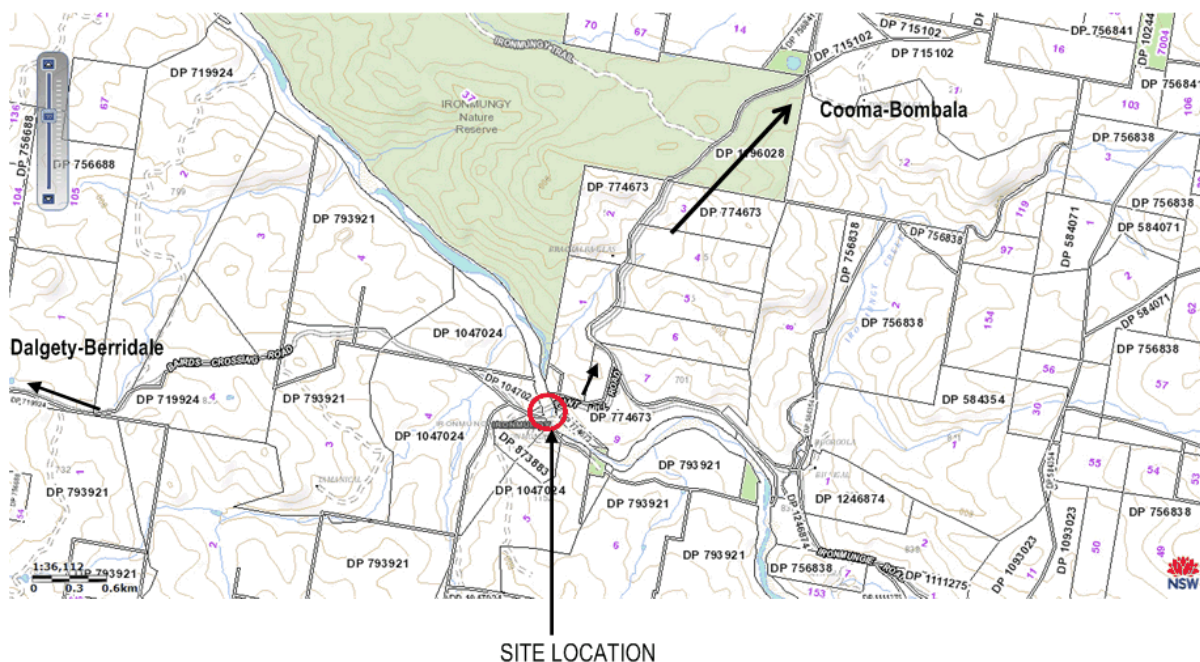
Date: 9<sup>th</sup> December 2019

## FEASIBILITY OPTIONS REPORT FOR REPLACEMENT OF STRUCTURE OVER SNOWY RIVER BAIRDS CROSSING ALONG PUNT HILL ROAD MAFFRA FOR SNOWY MONARO REGIONAL COUNCIL

### 1.0 Brief

Snowy Monaro Regional Council is investigating the replacement or upgrading of an existing concrete causeway at the above location as the current crossing has been severely damaged and is not currently useable (see photographs). The now defunct causeway type crossing was not originally built by Council but informally developed and maintained by local residents to serve as a quicker alternative access to Snowy Way and Cooma. Residents west of the Snowy River would cross to the east side of the Snowy River to get to Ironmungie road and then onto Cooma. The western route along Bairds Crossing Road leads to Dalgety and is significantly longer.

Bairds Crossing is positioned in the flood plains of the Snowy River and is regularly inundated due to the substantial catchment. The crossing is also affected by Snowy Hydro Authority water releases from Jindabyne Dam, the latest of these releases having inundated the crossing resulting in unrepairable damage evident today. At the river crossing the western approach grades down into the flood plain and is relatively flat for about 100m to the main channel of the Snowy River and then rises significantly out of the flood plain to the east side. (see site location plan below and cross section plots attached)



SITE LOCATION

### 2.0 Waterway Crossings Design Considerations and Relevant Government Considerations

**Access/Egress** - It is unlikely to be economically feasible to construct a waterway crossing that will be trafficable under all flow conditions therefore in determining an appropriate level of service there must be a balance between the accessibility, cost and the sustainability of the structure against failure during flood events that result in inundation or overtopping. The level of serviceability also requires the consideration of route importance and route alternatives should forced closure of a waterway crossing occur.



Indicative levels of serviceability are listed below;

- |                               |  |
|-------------------------------|--|
| - Freeways and Arterial Roads | AEP % 1 to 2% (ARI 1 in 50 to 100 years) |
| - Minor Urban Roads           | AEP % 2 to 5% (ARI 1 in 20 to 50 years)  |
| - Rural Main Roads            | AEP % 2 to 5% (ARI 1 in 20 to 50 years)  |
| - Rural Minor Roads           | AEP % 5 to 10% (ARI 1 in 10 to 20 years) |
| - Rural local access roads    | AEP % 10 to 20% (ARI 1 in 5 to 10 years) |

The selection of the level of serviceability to be provided at each waterway structure on a road link is generally based on the following criteria;

- The level of service expected by the community
- The availability of alternative routes and period of closure
- History of consequences of previous road closures (damage, loss of life, repair costs, etc)
- Road importance as access for emergency and post disaster situations (access to hospitals, airports, etc)

**Environment** - a report reviewing environmental factors relating to any new structures over waterways will need to be prepared by a qualified person. This report would address the following issues;

- Soils and Geology
- Hydrology, Flooding and Water Quality
- Ecology
- Noise and Vibration
- Air Quality and Energy
- Non-Aboriginal Heritage
- Aboriginal Heritage
- Visual Amenity
- Traffic and Access
- Land Uses and Services
- Waste generation
- Cumulative Impacts
- Mitigation measures

**Fisheries** – The design and construction of works or activities within a watercourse or adjoining waterfront land should protect and enhance water flow, water quality, stream ecology and existing riparian vegetation. Impacts on the hydraulic and geomorphic functions of a watercourse should also be minimised. Bed level crossings or bridges that fully span the watercourse channel provide the best opportunities for maintaining channel functions. However alternative structures such as box culverts which can achieve equivalent riparian functions may also be considered in accordance with the NSW office of Water guidelines for riparian corridors.

### **3.0 Existing Damaged Crossing Description and level of service**

The existing crossing was measured on site and photographed (see Appendix 1 - photographs and Appendix 2 - Catchment Analysis attached). The total length of the river crossing was measured at 13 metres by about 4 to 5 metres in width and the length of the flood plain around 100m. Along the floodway there are a number of pipes under the road ranging in size from 0.3metres to 1metre diameter that allow side channels to drain back to the main river. Based on catchment analysis the current performance of the causeway is that it becomes impassable for any minor rainfall event (perhaps every few months) and should be considered a dry weather access only.

The residents along Bairds Crossing Road that are most affected by the now defunct crossing are those residing on the west side of the Snowy River that need to access the east side. Traffic volumes for this access would not be high. The alternative route is westwards to Jimenbuen road and Dalgety . Bairds Crossing and Jimenbuen Roads serve as an all weather access so that services, shops and facilities in Berridale, Jindabyne and Cooma may be accessed. Emergency vehicles can also access both sides of the Snowy River – Snowy Way and Ironmungie Road to the east and Jimenbuen and Bairds Crossing Roads to the west.



#### **4.0 Proposed Replacement Structures**

The feasibility of a replacement structure to cross the Snowy River is being considered to primarily improve existing access and egress for road users. The aims of a replacement structure are generally detailed below;

- Opportunity to realign road approaches to improve safety and serviceability
- Maintain reasonable flood performance for the proposed waterway crossing structure. Waterway crossings on minor rural roads may be designed to pass storms events preferably ranging from 10% to 20% AEP (Annual Exceedance Probability) which is the same as ARI (Annual Recurrence Interval) 1 in 5 years to ARI 1 in 10 years.
- Maintain single lane access as volume of traffic is low
- Provide comparison costs for all options listed below
  - a) Reinforced concrete bridge on steel or concrete piles or spread footings
  - b) Reinforced concrete Box Culvert Structure
  - c) Concrete Causeway (this option may not comply with fisheries requirements)

##### ***Bridge Option (A)***

In determining a reasonable span for a bridge a minimum waterway should be maintained. It is generally accepted that the stream bed width be fully cleared plus where there are sloping batters from the main waterway channel a minimum clearance to abutments should also be included. This minimum span may be calculated by examining the flooded cross section for a given serviceability. For a bridge crossing the Snowy River along Bairds Crossing Road the minimum span has been determined to be at least 100 metres. Reasonably sized bridge planks or beams are in the order of 12m long so for the purposes of this assessment a bridge with 8x12metre spans will be analysed. The width of the bridge proposed would be 4.8metres (single lane for low traffic usage).

##### ***Box Culvert Option(B)***

As an alternative to the above multi span bridge a series of multi cell box culvert structures could be constructed at the above site using 38 x 2.4m x 2.4m depth cells. A reasonable waterway area would be provided and a 12metre span bridge could be built just to cross the Snowy River main channel that will pass dry weather flows. This type of crossing would be subjected to more frequent damage caused by the higher frequency of flood events. Repairs to approach roads would be required more often when compared to a higher elevated bridge structure which increases the costs over the life of the structure.

##### ***Causeway Option (C)***

Finally a concrete causeway may also be built to cross the Snowy River using 6 x 2.4m x 1.8m depth cells providing a waterway area for dry weather flows in the river. After passing over the main channel a reinforced concrete slab on piers or screwed piles could be used for the remaining 90 metres of crossing over the flood plain. This structure would provide a similar service to the previous informal crossing and could only be crossed in dry weather. Again repairs to approach roads would be required more often when compared to a higher elevated bridge structure.

#### **5.0 Cost and Serviceability Comparisons**

(note that costs have been extracted from "Rawlinsons" Australian Construction Handbook)

**Option a)** - Reinforced concrete superstructure and reinforced concrete deck/beams on piles (steel or concrete piles)

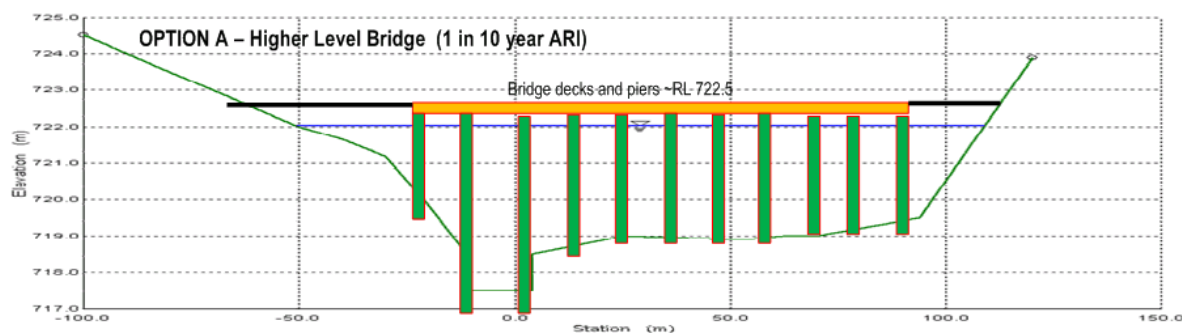
Estimated Bridge Cost @ \$4000/m<sup>2</sup> x 100m long x 5m wide = \$2,000,000

Estimated Road Approaches Cost - Allow 100 metres x \$1000/m = \$ 100,000

Total Cost = \$2,100,000

Serviceability - passes 10% AEP flood (1 in 10 year ARI event)





**Option b) - Concrete Box Culvert Structure**

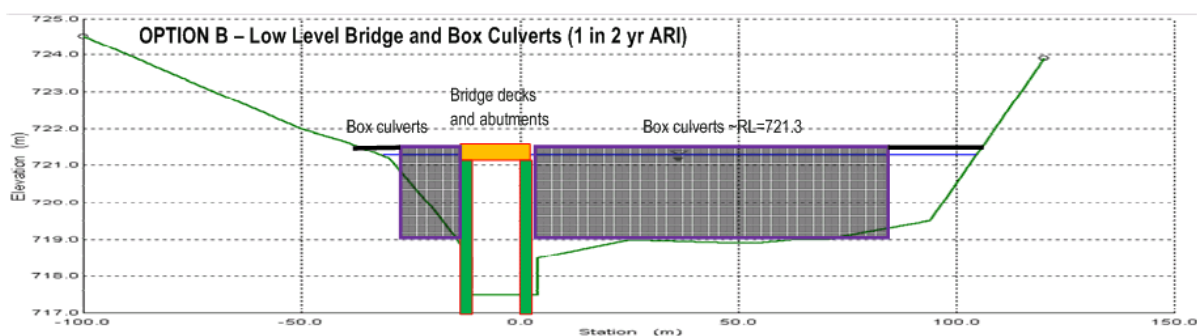
Bridge over River only @ \$4000/m<sup>2</sup> x 12m long x 5m wide = \$ 250,000

Estimated Box Culvert Costs @ \$18,000/2.4m or \$7,500/m x 90m = \$ 675,000

Estimated Road Approaches Cost - Allow 100 metres x \$1000/m = \$ 100,000

Total Cost = \$1,025,000

Serviceability - will pass 50% AEP flood (1 in 2 year ARI event) access will be restrictive and maintenance costs will be higher due to damage caused by frequent inundation



**Option c) - Concrete Causeway (this option may not comply with fisheries requirements)**

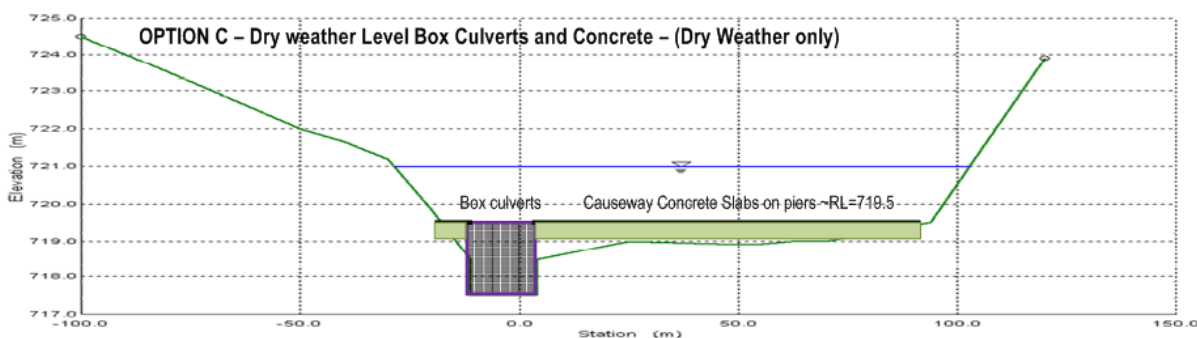
Estimated Concrete Box Culvert Structure to cross river only \$7,500/m x 12m = \$ 90,000

Estimated Causeway Cost \$1000/m<sup>2</sup> x 90m x 5m wide including piers @ 250/m<sup>2</sup> = \$562,500

Estimated Road Approaches Cost = \$100,000

Total Cost = \$752,000

Serviceability - does not pass AEP 100% flood (1 in 1 year ARI event), considered to be a dry weather access only and maintenance costs will be higher due to damage caused by frequent inundation





### **5.0 Recommendation**

With regard to lower level crossings such as that detailed in options (b) and (c) above long term maintenance costs must be factored into the economics of the overall crossing costs. Depending on average maintenance and repair expenditures likely after every flood event the long term economics of these lower level crossings may not provide the optimal result. Where annual repair and clean up costs in excess of \$10,000 are incurred after flood events the cost differences between the options over time would soon be negligible. Some previous modelling done for other sites suggests that structures passing 5% to 10% flood events (1 in 10 year to 1 in 20 year ARI events) are most economical when considering initial capital outlay plus ongoing maintenance costs. At this site only the bridge option (a) complies with this requirement.

Lower level crossings are less expensive but restrict access during times of inundation and additionally may pose a significant safety risk should attempts be made by road users to cross during overtopping. The cost of a life is difficult to consider when comparing the above options and is probably best to contemplate the crossing requirements in terms of Councils social responsibility.

Given the serviceability of the existing crossing and the level of access that local residents currently endure any improvement in accessibility is likely to be welcomed by ratepayers. Generally when structures are replaced it is the aim to improve the performance or at least maintain existing performance.

In terms of establishing a priority system for the construction and improvement of existing water crossings within the Snowy Monaro region, Council should consider establishing a means by which to prioritise expenditure on all existing waterway crossings under its jurisdiction. The primary factors that should be considered in determining priorities for allocating funds to improve various waterway crossings are listed below;

- Available Funds (there must be sufficient funds to consider undertaking any upgrading works in the first instance)
- Safety (if the existing waterway crossing is dangerous and has resulted in loss of life or injury upgrading is essential)
- Damage to infrastructure and property (where significant funds are regularly expended in restoration work after flood events the cumulative cost of such repair work will soon justify a once of upgrade to alleviate the ongoing costs)
- Economics (If an upgrade to an existing crossing creates investment opportunities or enhances income earning potential of a local industry – for example; increasing the value of nearby land or improving the efficiency of a local industry by reducing transport costs, etc – then investment in waterway crossing upgrades may be warranted.
- Environmental Amenity (where local flora and fauna are under threat or where the livelihood of local residents is diminished due to poor access then expenditure on improvements may be justified - for example scouring may be destroying an existing habitat or the lack of access does not permit a fire truck to attend an emergency, etc)
- Where alternative accesses or egresses exist or where the number of people affected by road closure due to a flood event is small then the priority for expending funds on a particular upgrade may be reduced.

Considering all of the above factors the most significant items in relation to allocating expenditure towards a new Snowy River Creek crossing at Bairds Crossing Road (or Punt Hill Road) is funding, safety, damage and amenity. This crossing is not essential for access and egress as there are a couple of alternative access roads. I would consider the upgrading of this crossing to be rated as low priority.

Should Council decide to allocate funds to the new waterway crossing at the Snowy River on Bairds Crossing Road it is our opinion that the most cost effective structure to build is a low level box culvert and causeway system option (c). This causeway would improve access to Cooma for residents on the west side of the Snowy River by allowing dry weather flow to pass through the box culverts and with quality concrete road construction along the floodway improve the overall safety for all road users. The road would however be closed in wet weather and significant water releases from Jindabyne dam. The total project costs (causeway and road approaches) are likely to be in the order of ¾ million dollars.

Report Prepared by

  
Will Van Leeuwen  
(Chartered Professional Engineer, C.P.Eng. M.I.E.Aust.)  
(Bach.Civ.Eng., Hons. Municipal.Eng., Geomech Soc.)



## APPENDIX 1 - PHOTOGRAPHS



Looking from east side to west over damaged Bairds Crossing



Downstream view of crossing



Upstream views of Bairds Crossing – Water velocity estimated at 1.2m/s



View of Bairds Crossing from west side looking to the east side



Looking upstream Snowy River (north)



Looking downstream Snowy River (south)



PHOTOGRAPHS (continued)



About 50m west of main river channel in flood plain looking east



About 75m west of main river channel in flood plain looking east



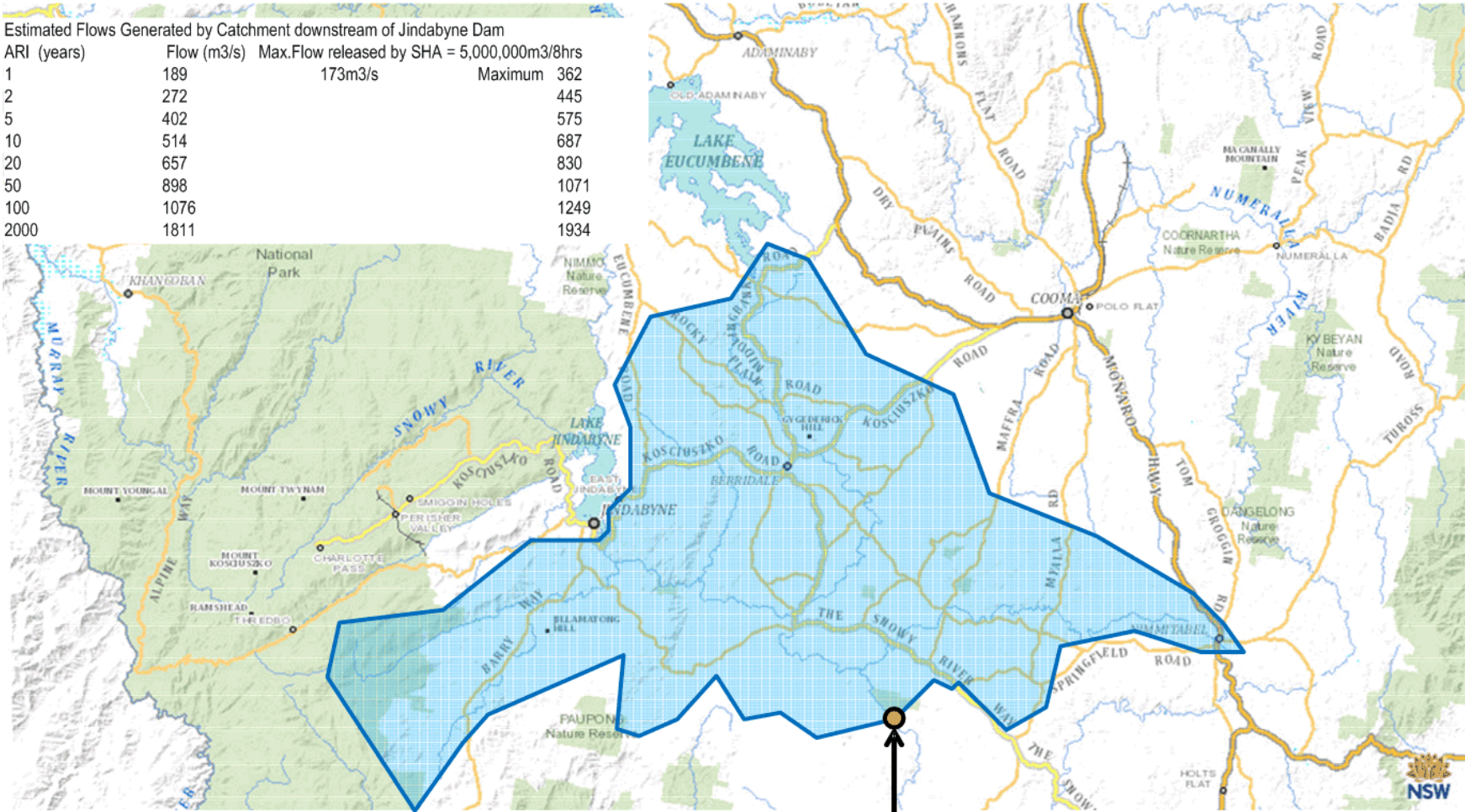
About 100m west of main river channel in flood plain looking east



At 100m west of main river channel looking west up hill



APPENDIX 2                      BAIRDS CROSSING AT SNOWY RIVER CATCHMENT PLAN

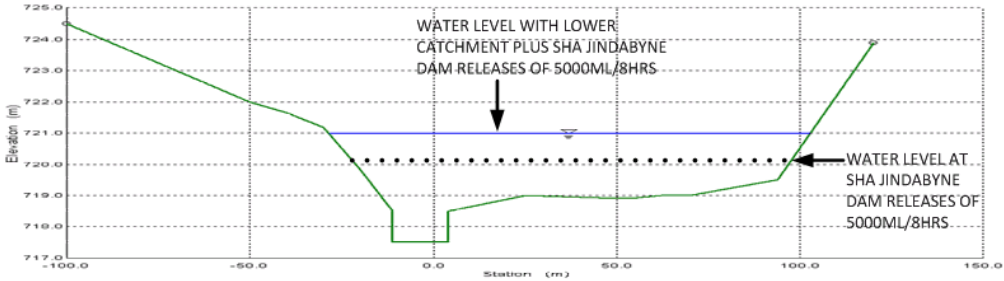


Bairds Crossing on Bairds Crossing Rd - Punt Hill Road  
(Existing Causeway damaged)  
Lower Catchment Area ~ 1800km2  
Upper Catchment Area ~ releases by SHA from Jindabyne Dam  
Fall of river = 20m per 15.5km = 0.00129m/m

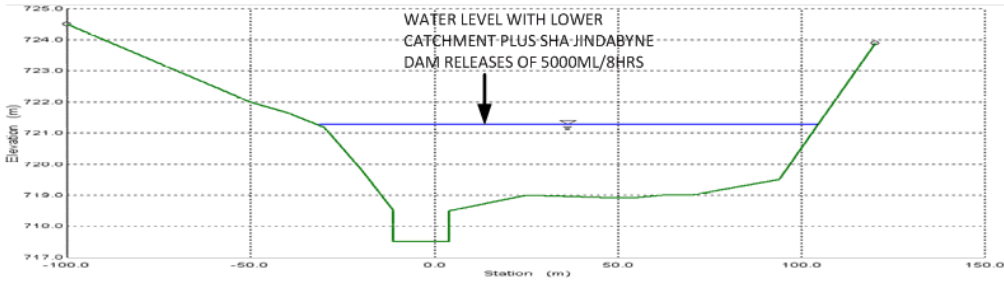


ARI SECTION OF SNOWY RIVER WITH WATER LEVEL

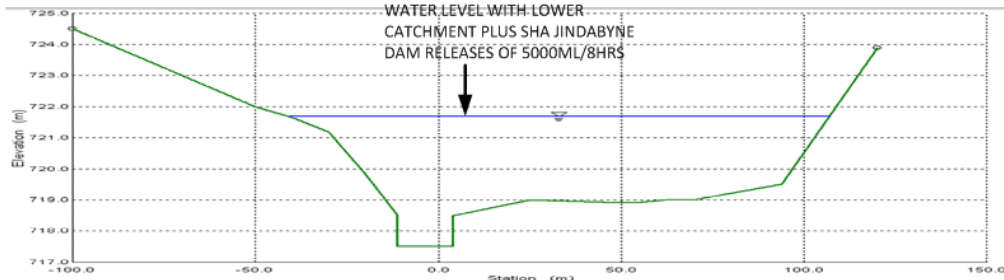
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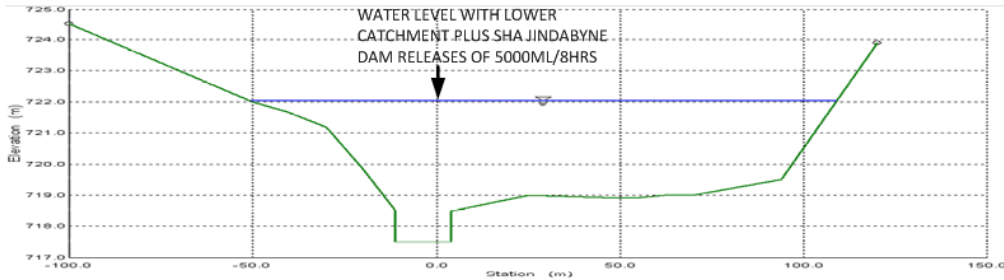
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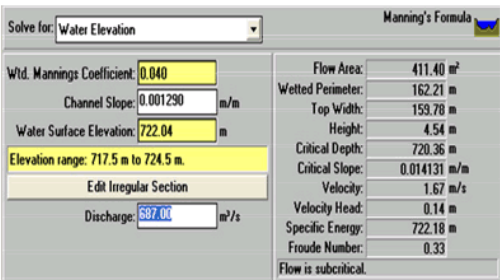
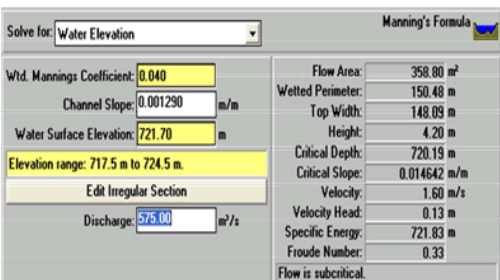
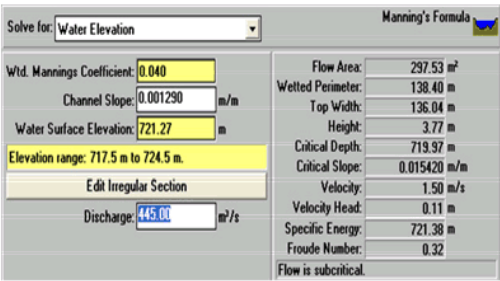
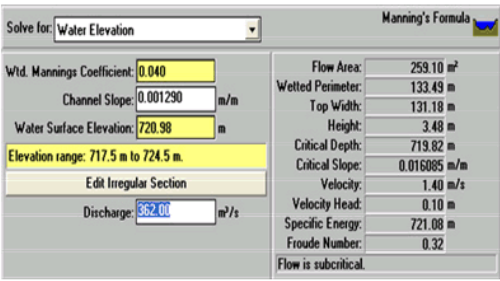
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10



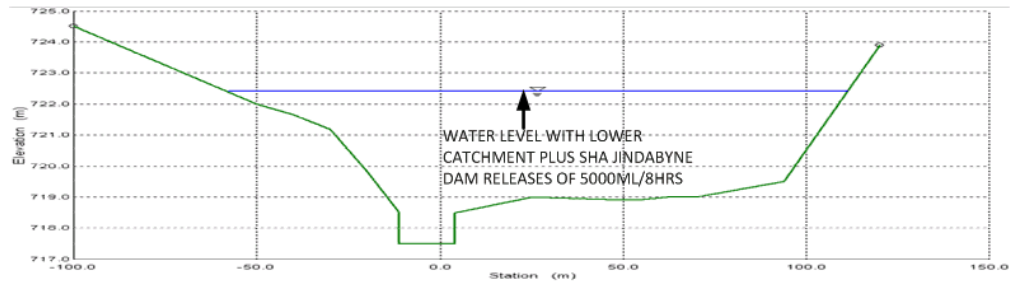
HYDRAULICS



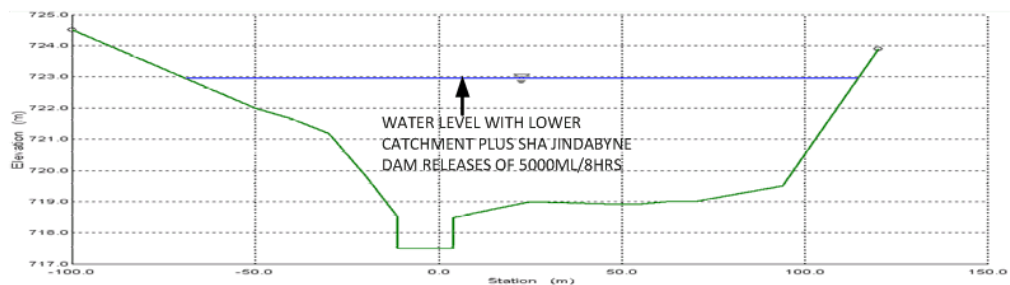


ARI SECTION OF SNOWY RIVER WITH WATER LEVEL

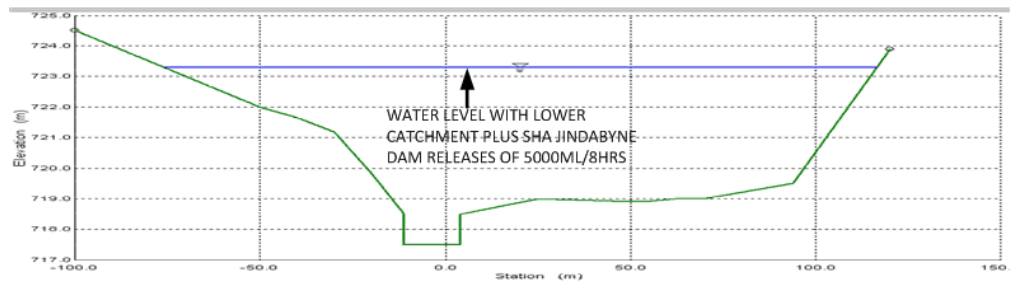
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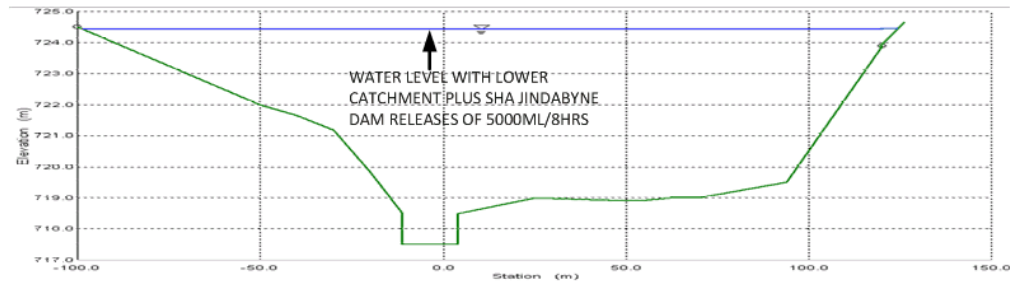
50



100



2000



HYDRAULICS

Solve for: Water Elevation		Manning's Formula	
Wtd. Mannings Coefficient:	0.040	Flow Area:	471.43 m <sup>2</sup>
Channel Slope:	0.001290 m/m	Wetted Perimeter:	171.70 m
Water Surface Elevation:	722.40 m	Top Width:	169.23 m
Elevation range: 717.5 m to 724.5 m.		Height:	4.90 m
Edit Irregular Section		Critical Depth:	720.57 m
Discharge:	830.00 m <sup>3</sup> /s	Critical Slope:	0.013614 m/m
		Velocity:	1.76 m/s
		Velocity Head:	0.16 m
		Specific Energy:	722.56 m
		Froude Number:	0.34
		Flow is subcritical.	

Solve for: Water Elevation		Manning's Formula	
Wtd. Mannings Coefficient:	0.040	Flow Area:	566.97 m <sup>2</sup>
Channel Slope:	0.001290 m/m	Wetted Perimeter:	185.81 m
Water Surface Elevation:	722.95 m	Top Width:	183.28 m
Elevation range: 717.5 m to 724.5 m.		Height:	5.45 m
Edit Irregular Section		Critical Depth:	720.89 m
Discharge:	1,071.00 m <sup>3</sup> /s	Critical Slope:	0.012956 m/m
		Velocity:	1.89 m/s
		Velocity Head:	0.18 m
		Specific Energy:	723.13 m
		Froude Number:	0.34
		Flow is subcritical.	

Solve for: Water Elevation		Manning's Formula	
Wtd. Mannings Coefficient:	0.040	Flow Area:	634.00 m <sup>2</sup>
Channel Slope:	0.001290 m/m	Wetted Perimeter:	195.09 m
Water Surface Elevation:	723.30 m	Top Width:	192.52 m
Elevation range: 717.5 m to 724.5 m.		Height:	5.80 m
Edit Irregular Section		Critical Depth:	721.11 m
Discharge:	1,249.00 m <sup>3</sup> /s	Critical Slope:	0.012579 m/m
		Velocity:	1.97 m/s
		Velocity Head:	0.20 m
		Specific Energy:	723.50 m
		Froude Number:	0.35
		Flow is subcritical.	

Solve for: Water Elevation		Manning's Formula	
Wtd. Mannings Coefficient:	0.040	Flow Area:	867.71 m <sup>2</sup>
Channel Slope:	0.001290 m/m	Wetted Perimeter:	221.88 m
Water Surface Elevation:	724.43 m	Top Width:	218.63 m
Elevation range: 717.5 m to 724.5 m.		Height:	6.93 m
Edit Irregular Section		Critical Depth:	721.90 m
Discharge:	1,434.00 m <sup>3</sup> /s	Critical Slope:	0.011786 m/m
		Velocity:	2.23 m/s
		Velocity Head:	0.25 m
		Specific Energy:	724.69 m
		Froude Number:	0.36
		Flow is subcritical.	



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### 9.3.2 SNOWY MONARO DRAFT LOCAL STRATEGIC PLANNING STATEMENT

Record No:

Responsible Officer:	Group Manager Economic Development and Tourism
Author:	Senior Strategic Land Use Planner
Key Theme:	3. Environment Outcomes
CSP Community Strategy:	8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage
Delivery Program Objectives:	8.1.2 Land use is optimised to meet the social, environment and economic needs of the region
Attachments:	1. Draft Local Strategic Planning Statement 2. Appendix A - Implementation Plan
Cost Centre	8010
Project	
Further Operational Plan Actions:	8.1.1 New development and land use is facilitated in appropriate locations with areas of environmental value protected 8.3.1 Planning policies facilitate options for a range of housing types 10.1.1 Council has a transparent and bold growth objective which provides a framework for decision making

#### EXECUTIVE SUMMARY

The purpose of this report is to provide a final draft Local Strategic Planning Statement (LSPS) to Council for endorsement to place on public exhibition for a period not less than 28 days in accordance with legislative requirements. This report provides a summary of the LSPS which provides a local strategic planning framework for the Snowy Monaro Region. The draft LSPS outlines a 20 year vision for the Snowy Monaro, planning priorities to achieve the vision and actions to achieve the priorities.

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

#### OFFICER'S RECOMMENDATION

That Council:

- A. Receives the report from the Senior Strategic Land Use Planner; and
  - B. Endorse the public exhibition of the draft Local Strategic Planning Statement (attachment 1) and Appendix A - Implementation Plan appendix (attachment 2) for a minimum period of 28 days in accordance with Schedule 1 (Part 1 Division 1 clause 3) of the *Environmental Planning and Assessment Act 1979*.
-



## BACKGROUND

On 1 March 2018 the NSW Government amended the *Environmental Planning and Assessment Act 1979* to include Local Strategic Planning Statements (LSPS). This requires Council to prepare and make a LSPS and review this statement at least every 7 years. In accordance with the *Environmental Planning and Assessment (Savings, Transitional and Other Provisions) Regulation 2017* the first LSPS must be in place before 1 July 2020.

The *Environmental Planning and Assessment Act 1979* section 3.9 (2) requires the LSPS to include as a minimum:

- a. *the basis for strategic planning in the area, having regard to economic, social and environmental matters,*
- b. *the planning priorities for the area that are consistent with any strategic plan applying to the area and (subject to any such strategic plan) any applicable community strategic plan under section 402 of the Local Government Act 1993,*
- c. *the actions required for achieving those planning priorities,*
- d. *the basis on which the council is to monitor and report on the implementation of those actions.*

In late 2018 the Strategic Planning team prepared a discussion paper to outline for discussion important local planning issues. This discussion paper was designed to be a community consultation tool to engage with the community on planning and development issues. This community consultation would then inform following strategic documentation including the LSPS.

On 7 February 2019 Council endorsed the Snowy Monaro Planning and Land Use Discussion Paper to be placed on public exhibition and an 8 week comprehensive public consultation roadshow. This public consultation received a significant amount of comments and feedback including over 40 formal submissions, 100 online surveys and 3000 individual comments.

On 16 May 2019 a post community consultation report was provided to Council outlining comments and feedback received. All feedback was collated into 10 core planning principles to inform strategic planning in the region, these were publically notified with a listening paper which outlined the feedback received from face to face community consultation sessions.

These 10 planning principles have directly informed the 12 planning priorities outlined in the LSPS. These planning priorities have informed the direction for towns and villages across the region. The planning priorities in the LSPS are outlined in the quadruple bottom line reporting section below.

The planning priorities correspond with the four (4) main themes - Community, Economy, Environment and Leadership – identified in the Community Strategic Plan (CSP) to demonstrate their alignment with the CSP. They also align with the four overall goals in the South East and Tablelands Regional Plan (SETRP).

## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

The following planning priorities are identified in the LSPS focus on providing direct social and community benefit in planning and land use decisions. It should be noted that all the planning priorities identified in the LSPS provide some aspects of social benefit.

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**Planning Priority 4 – Use appropriate evidence based planning controls to respond to a diverse region.** Provides a direction for future planning controls in the region to be malleable to respond to distinct landscape and environmental constraints and opportunities. This provides an adapted response to planning that is not a one size fits all approach.

**Planning Priority 5 - Provide a variety of housing options throughout the Snowy Monaro.** The Snowy Monaro region is undergoing change, changing demographics, changing workforce, changing industries and changing lifestyles. This will require a highly diverse housing stock to provide for the future needs of the region. This will include more rural residential and lifestyle blocks and also more medium density and infill development to cater for future needs.

## **2. Environmental**

The following planning priorities directly relate to the environment and provide a direction for environmental considerations for planning and land use decision making.

**Planning Priority 9 - Protect and enhance the cultural and built heritage of the Snowy Monaro.** Priority 9 focuses on heritage considerations and the importance of protecting and encouraging the restoration of heritage value in the region. This includes gaining a greater understanding of Aboriginal cultural heritage values in the Snowy Monaro and protecting these areas. There is also an abundance of European heritage in the region and this should be adequately protected as heritage items and conservation areas along with incentives to encourage appropriate re-use and restoration.

**Planning Priority 10 – Protect and enhance the scenic landscape of the Region.** This priority reflects the emphasis from community consultation that the unique landscapes of the region should be protected. This priority offers guidance on how planning controls can protect landscapes, vistas and views from visually intrusive development.

**Planning Priority 11 – Identify protect and encourage restoration of specific areas of environmental values in the Snowy Monaro Region.** The Snowy Monaro Region has unique and significant biodiversity values including many regionally significant biodiversity corridors and endangered ecological communities. This planning priority provides guidance on environmental values in the region and how they can be protected and enhanced through planning controls.

**Planning Priority 12 - Move towards a carbon neutral future.** This planning priority provides guidance on existing carbon emissions in the region and their environmental and economic cost. The planning priority provides direction on how Council can influence carbon neutrality in the region in an environmentally sound and economically pragmatic way.

## **3. Economic**

The following planning priorities provide strong economically sound direction for the growth of business productivity in the region. These priorities foster existing industries while promoting new and emerging industries.

**Planning Priority 1 - Promote, grow and protect agricultural production and industry.** This planning priority provides guidance on how planning controls should be implemented to protect the viability of agricultural land and initiatives that can increase primary production productivity.

**Planning Priority 2 - Maximise potential for business growth and efficiency.** This priority provides guidance on how strategic planning decision making can influence business efficiency. This could be through providing employment land zonings in appropriate locations or planning controls which encourage best practice and innovation.

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**Planning Priority 3 – Support development of the Snowy Mountains as Australia’s premier year-round alpine destination.** Provides an opportunity for the region to capitalise on the Snowy Mountains Special Activation Precinct (SAP) and Go Jindabyne masterplan to deliver sustainable year round tourism to the region.

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

The following planning priorities focus on providing leadership in planning decision making and infrastructure provision. While it should be noted all planning priorities for the region provide civic leadership the following priorities offer a clear direction for decision making and infrastructure provision.

**Planning Priority 6 - Identify and integrate transport corridors and connections with the right types and levels of development.** This planning priority seeks to effectively co-ordinate land use planning with current and future transport infrastructure.

**Planning Priority 7 - Foster resilient, enduring and safe local communities using land use planning controls which address local and regional natural hazards.** The region’s local communities are significantly susceptible to natural disasters. This planning priority seeks to provide leadership in planning decision making to use effective controls to reduce and mitigate the impacts of natural disasters and in doing so increase community resilience.

**Planning Priority 8 - Capitalise on growth and change by preparing for new business and population.** This planning priority provides leadership by openly and transparently outlining future growth scenarios for the region. This approach allows planning and land use decision making to get ahead and prepare for many potential future scenarios.

#### **CONSULTATION**

The Local Strategic Planning Statement is a significant strategic planning policy document for the region and as such community consultation is required. The *Environmental Planning and Assessment Act 1979* Schedule 1 requires draft Local Strategic Planning Statements to be publicly exhibited for a minimum period of 28 days. This is also reflected in the Snowy Monaro Community Participation Plan.

It is proposed (if Council resolve in the affirmative) the draft LSPS be placed on public exhibition from Wednesday 26 February till Friday 3 April 2020. Drop in sessions are proposed in the five key locations of Cooma, Jindabyne, Bombala, Berridale and Michelago. The draft LSPS will be placed on Council’s ‘Your Say’ website and an exhibition notice will be placed in the Monaro Post and the Bombala Times for the duration of the exhibition period.

#### **CONCLUSION**

The draft LSPS sets out a planning and land use vision for the Snowy Monaro Region and promotes the use of 12 planning priorities to achieve this vision. The draft LSPS links directly to Council’s Community Strategic Plan and also the South East and Tablelands Regional Plan. It is recommended that Council endorse the placement of the draft LSPS on public exhibition from 26 February to 3 April in accordance with the relevant legislation.

At the conclusion of the public exhibition period, submissions will be reviewed and the draft LSPS amended if required ahead of a final LSPS being presented to Council for adoption. Council must have approved a final LSPS by 1 July 2020 to comply with legislative requirements.

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# Snowy Monaro Local Strategic Planning Statement

A vision for a sustainable high quality lifestyle in a beautiful environment

Environment and Sustainability Directorate

2020

Draft for Public Exhibition





## Acknowledgement of Country

Snowy Monaro Regional Council acknowledges that Aboriginal people were the first people of this land. Council recognises the Ngarigo people as the traditional custodians of the majority of the region we now know as the Snowy Monaro region. We pay respect to knowledge holders and community members of the land and waters and to Elders past, present and future.

Snowy Monaro Region Local Strategic Planning Statement  
Copyright Snowy Monaro Regional Council

PO Box 714, COOMA NSW 2630

Produced by the Economic Development and Tourism Unit of the Environment and Sustainability Directorate

Cover Images: Moving the Mob, courtesy of Breanna Arnold (Top).

Blue Cow Sunset, courtesy of Ryan Smiles (Bottom).



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## GLOSSARY

### Abbreviations

ACT	Australian Capital Territory
BFPL	Bushfire Prone Lands
CSP	Community Strategic Plan
CP	Development Contributions Plan under section 7.11 of the <i>Environmental Planning and Assessment Act 1979</i>
DCP	Development Control Plan
DPA	Delegate Progress Association
DPIE	Department of Planning, Industry and Environment
EP&A Act	<i>Environmental Planning and Assessment Act 1979</i>
HCA	Heritage Conservation Area
IP&R	Integrated Planning and Reporting framework under the <i>Local Government Act 1993</i>
KNP	Kosciuszko National Park
LALC	Local Aboriginal Land Council
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
NSW	New South Wales
RMS	Roads and Maritime Services
SAP	Special Activation Precinct
SEPP	State Environmental Planning Policy
SETRP	South East and Tablelands Regional Plan
SMRC	Snowy Monaro Regional Council
TfNSW	Transport for New South Wales



## Past and Present

### The Snowy Monaro Story

The Snowy Monaro region is immense and diverse, a landscape composed of vivid contrasts, an ancient history and a bright future. It covers over 15,000 square kilometres across terrain that vertically occupies 2000 metres of altitude including Mount Kosciuszko, Australia's highest peak. It is truly a unique part of Australia. Two great Australian rivers, the Murrumbidgee and the Snowy, have their headwaters in the alpine areas. They descend from there, winding through the landscape flowing north and south and dropping in elevation to 600m and 220m respectively before departing the region. These rivers each have rich stories from their European past, but connections with the landscape back thousands of years is embodied in the Bundian Way, an ancient aboriginal route from the south coast to the mountains.



*Blue Cow, courtesy of Ryan Smiles*

The variable presence of water throughout the region tells its own story of contrasts. The snow and abundant water flowing off the mountains support the tall forests of Kosciuszko National Park. They also power the Snowy Mountains Scheme, one of the civil engineering wonders of the modern world, and irrigate the rich farmlands west of the region in the southern parts of the Murray Darling Basin. This is very different to the dry

windswept grassland of the Monaro with its big dark skies, iconic vistas and increasing presence of renewable energy in the form of windfarms.



*Boco Rock wind turbine, courtesy of Amy Rendell*

Not surprisingly tourism is a major industry in the region, with around one million visitors each year contributing to around 2.5 million visitor nights. But like the landscape the \$1 billion local economy is also diverse, with nine industry sectors having at least a 5% share of local employment. This diversity helps make Snowy Monaro more resilient than other regional economies. A flow of major new public and private investment will grow the local economy into the next decade, including the \$4.5 billion Snowy 2.0 project.

Snowy Monaro's place in its broader region also contributes to its uniqueness and future opportunities. It has borders with two other state jurisdictions, namely Victoria and the Australian Capital Territory (ACT). Its proximity to Canberra-Queanbeyan in particular, one of the fastest growing and most liveable cities in Australia presents opportunities and contributes to development pressure in Snowy Monaro. The newly re-developed Canberra International Airport, only half an hour drive from the northern



border, will open up more gateways to the world over coming decades than the region has ever seen before.

To the east, the accessibility from the Snowy Monaro to the south coast beaches also contributes to its attractiveness as a place to live. The region loses more population to the Bega Valley Local Government Area (LGA) than to any other LGA in New South Wales (NSW), often in the form of coastal retirees. The Port of Eden is growing as a cruise ship destination and currently exports forestry products sourced from within the Snowy Monaro. The prospects of the Port of Eden growing in tourism and export potential along with Canberra growing as a tourism destination and city means Snowy Monaro is located between two neighbours with growing international gateways and local industries. This will present opportunities for the Snowy Monaro over coming decades and enhances the strategic importance of its transport routes between Canberra and the coast. These include a disused rail corridor running from Queanbeyan to Bombala as well as the major highway routes through the Snowy Monaro. All these major transport routes converge on Cooma, including the east west route from the coast over the mountains to Snowy Valleys LGA, with whom Snowy Monaro is building an increasingly significant relationship centred upon mountain tourism and the development of Snowy 2.0.



*Tumut 3 Power Station (Snowy Hydro Limited, 2019)*

Within Snowy Monaro the diversity of the region makes it an interesting place to live, work and visit. The estimated resident

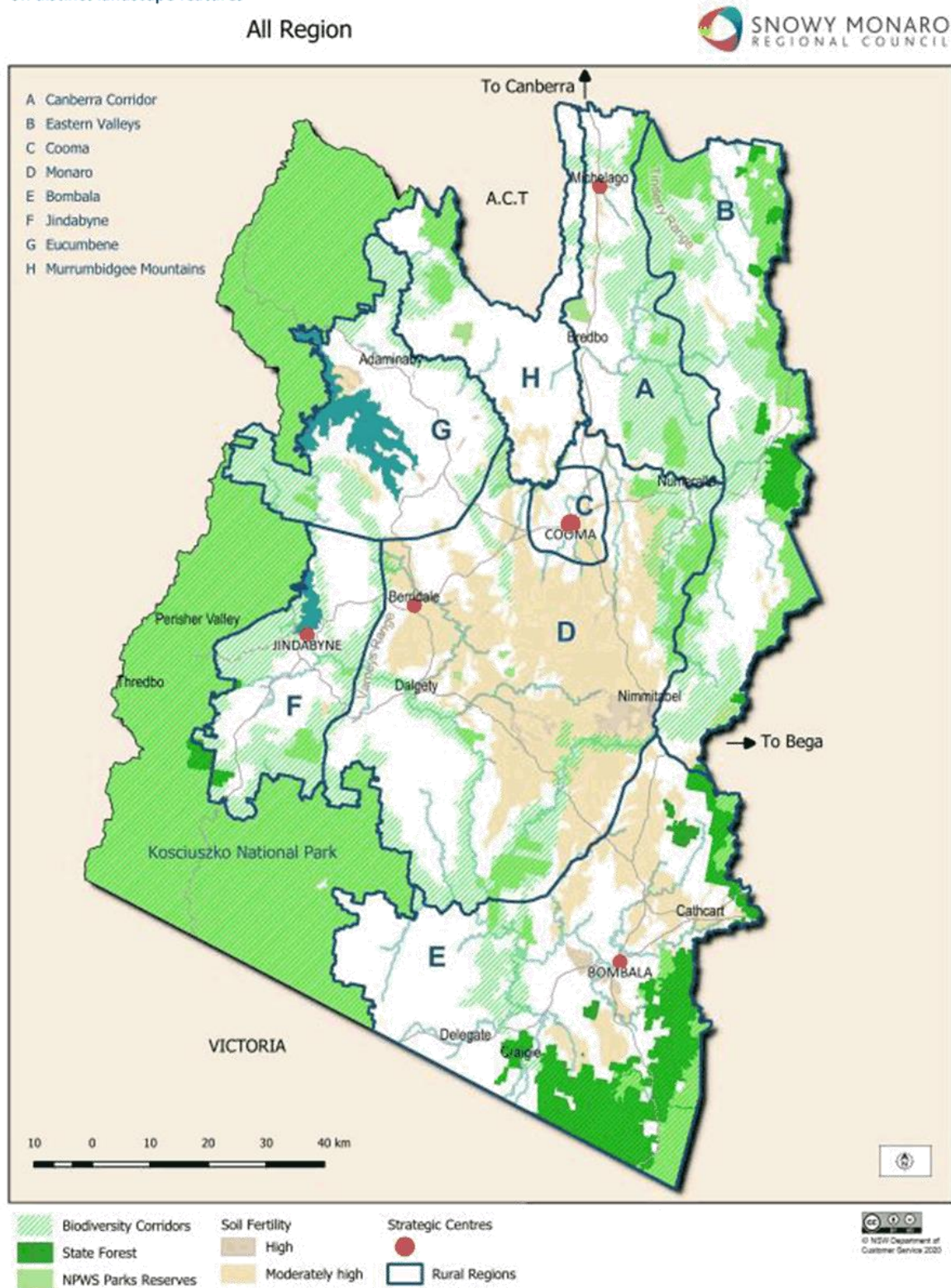
population of 20,733 (Idcommunity, 2018) has many social and economic nuances which correlate broadly with the geography. The west of the region, including Cooma and Jindabyne, receives the majority of the benefit from tourism, whilst the southern part of the region is dominated by agriculture and forestry and contains much of the most productive agricultural land. The western part of the region is focussed upon the Snowy Mountains and the opportunities the unique landscape affords, whilst the eastern part of the region is dominated by the dry open grasslands of the Monaro. The areas of highest household incomes are located in the north near the ACT border, and in Jindabyne and the outskirts of Cooma. Whilst areas in the south and east tend to have lower household incomes. The contrast between these areas are even more pronounced in relation to educational qualifications.

There is also a contrast between the urban and rural parts of the region. Cooma has around a third of the entire region's population and Cooma and Jindabyne combined have over half the population. The density of development in these centres, along with Berridale and Bombala, contrast sharply with the sparse spread of population over the rural areas and villages. The population of Jindabyne in particular also swells significantly during the winter months and becomes much larger than Cooma. Jindabyne also has the youngest median age of residents at 36, which is below the NSW and Australian median age of 38 (Australian Bureau of Statistics, 2016). By contrast rural areas have high median ages, being up to 12 years older than Jindabyne in some places.

Council is keen to harness and enhance the strengths of its diverse region.



Figure 1 – Structure Map of Snowy Monaro showing the sub regions based on distinct landscape features

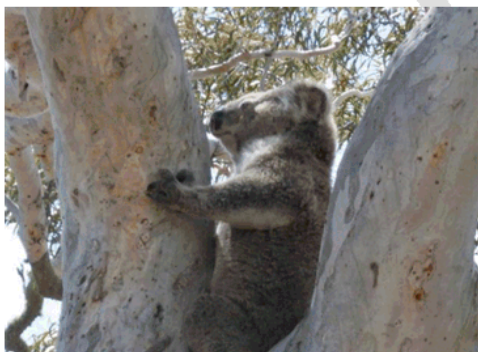




### Taking a closer look – Snowy Monaro Sub-regions

Considering the geographical and population differences across the region, eight characteristic sub-regions are evident.

The North, also referred to as the '**Canberra Corridor**', is the part of the region directly north of Cooma which stretches to the border with the ACT. The majority of this sub region is within a 1 hour commute of central Canberra, and as such, is heavily influenced by the opportunities this proximity provides. This scenic landscape is made up of a number of significant environmental assets including the Tinderry Mountain Range which links with a regionally significant biodiversity corridor, home to a unique population of koalas most notably around the rural village of Numeralla in the north of the Monaro.



*Koalas of Numeralla (Snowy Monaro Regional Council, 2016)*

The continued growth of Canberra has led to pressure for this region to grow because it offers a highly desirable lifestyle. The South East and Tablelands Regional Plan (SETRP) provides direction in this regard, with general aims to centre growth in and around existing settlements. The most logical of these is Michelago, being the closest existing settlement to Canberra and considered the most likely location for significant population growth.

The northern part of the region does offer some significant agricultural land particularly in the **Eastern Valleys** around the Jerangle-Anembo areas. However many areas have been adversely affected by the spread of noxious weeds which impacts on broad-scale agricultural viability. The advent of a global gateway through the Canberra International Airport could drive a new approach to agriculture in this sub region.

**Cooma** is the largest town in the region with approximately 7,500 permanent residents, spread across the urban and rural-residential fringes. Cooma is a centre of strategic importance and its position in the centre of the LGA means it is ideally placed as a service centre for the region. It provides services industries for the agricultural sector, industrial activity at Polo Flat, has a thriving retail sector, and provides a hub for provision of hospital and health care services to the wider Snowy Monaro Region.



*St Andrew's Uniting Church, Cooma (Janeen Brennan, 2017)*

Cooma is supported by a significant agricultural industry particularly across the Monaro Plains to the south and is also home to the headquarters of Snowy Hydro. Major employers including Monbeef, Birdsnest, and the Cooma Correctional Centre are all prominently located and add to the town's diverse employment base.



Cooma is well placed to benefit from Snowy 2.0 and is looking to encourage further industry in the Polo Flat industrial precinct, located to the east of the town. The town will continue to grow and significant investment in the region will fuel further employment and population growth in Cooma.

**Eucumbene** is a distinct geographical area in the north west of the region characterised by higher open terrain, Lake Eucumbene and the Murrumbidgee River. Adaminaby is the local service centre for this area. Similar to Jindabyne, the village was moved to make way for Lake Eucumbene as part of the Snowy Hydro Scheme. It services the smaller rural villages of Old Adaminaby and Anglers Reach which are popular tourist villages on the banks of Lake Eucumbene. The lake provides opportunities for tourism based activities including recreational fishing and water sports.



Old Adaminaby Lake Eucumbene (Laurie Owens, 2017)

The Adaminaby region has been subject to decline in recent years however the proximity of the village to the construction sites for the Snowy 2.0 project creates an opportunity for growth. An alternate access route to Canberra via Bobeyan Road, which is set to undergo major improvements through State funding allocation may also contribute to a brighter future for the sub region. Adaminaby is surrounded by significant agricultural land which when linked with the local tourist industry presents opportunity to tap into agri-tourism opportunities. Parts of this region, such as the Yaouk Valley, have spectacular sub alpine scenery and a splendid isolation.

The **Murrumbidgee Mountains** sub region includes a number of unique rural communities including Shannons Flat and Smiths Road. The Smiths Road locality, a small area of rural residential development immediately adjacent to the ACT, has a small community that strongly advocates for further limited environmentally sustainable development in their precinct.

The Snowy Mountains or **Jindabyne** sub region is located in the south-west part of the region, incorporating the towns of Jindabyne, and the resort areas found within the iconic Kosciuszko National Park (KNP). This sub region is driven significantly by tourism and is diversifying its tourism offering from a winter destination to an 'all year round playground', particularly with the increasing popularity of mountain-biking, and summer water-based sports and activities.

Jindabyne is well placed to be the catalyst for this with the Snowy Mountains Special Activation Precinct (SAP) offering direction for the town and better utilisation of Lake Jindabyne, a significant asset to the whole region. The SETRP also highlights the significance of this area, with a specific direction to '*Develop the Snowy Mountains into Australia's premier year-round alpine destination*'. The Snowy Mountains SAP is a key component to achieve this direction.

The primary production heart is figuratively and literally the heart of the LGA. The basalt soils of the **Monaro** contribute to productive agricultural land and in turn this contributes significantly the local economy. The area is highly regarded for the production of stud beef and sheep, with Monaro progeny favoured by agricultural producers around the country.





*The Shearing Shed (Rodney Saul, 2017)*

This sub region is serviced by the townships of Cooma in the north and Bombala in the south and also contains the town of Berridale and the villages of Nimmitabel, Dalgety and Numeralla. Nimmitabel has a number of significant heritage items which attracts visitation from residents from the ACT as they pass through the area on the way to the South Coast, being similar to potential which has already been realised in towns such as Braidwood. Nimmitabel could also benefit from the reuse of the rail corridor particularly with the prospects of adapting the currently dis-used rail corridor as a 'rail trail' for cyclists and pedestrians

Berridale plays an important role in the growing region offering convenient access to both Jindabyne and Cooma, and has proven a popular location for permanent residents due to its housing affordability. The town has the opportunity to grow into a significant township in its own right offering key services to support the surrounding tourism markets and agricultural activity.

The rural land in the south west of the LGA has a huge opportunity in the agri-tourism sector offering a number of value-add opportunities for agricultural land, particularly around Berridale and the rural village of Dalgety. Dalgety is a scenic rural village located on the banks of the Snowy River and was quite extensively considered as the site for the National Capital. The mix of

agriculture and tourism presents an opportunity for Dalgety to capitalise on the agri-tourism industry.

**The Bombala Region** is a significant primary production region of the Snowy Monaro offering some of the region's most productive agricultural land, while also having a substantial forestry and timber industry. Bombala is the main town in this sub region and offers vital services to surrounding villages including Bibbenluke, Cathcart, Delegate, and also some rural localities in Victoria, along with the surrounding agricultural and forestry areas.



*Bombala Pine Express (Ruth Ford, 2017)*

Dongwha Timbers is located in Bombala and is a significant employer in the region. Maintaining and expanding their operations is vitally important to the local and regional economies. Bombala and Delegate are also towns which are rich in historical significance, and protecting Aboriginal and European heritage is important to the culture of these locations and growing the locality's tourism offerings.

The Bundian Way presents a huge opportunity for the Snowy Monaro Region and its historical significance cannot be overstated. Delegate is the only village along the Bundian Way trail, and also the location of an early settlers hut, possibly the first European dwelling in the entire region.



## About the Plan

The Local Strategic Planning Statement (LSPS) plans for the Snowy Monaro community's environmental, social and economic land use needs over the next 20 years.

The plan identifies those elements which are fundamental to the success of the region but also the challenges that will be faced within the Snowy Monaro. From this, a future vision and planning priorities have been derived.

The LSPS sets short, medium and long-term actions to deliver the priorities for the community's future vision and establishes a framework against which achievements can be measured.

## Legislative Context

This Snowy Monaro LSPS has been prepared in accordance with section 3.9 of the *Environmental Planning and Assessment Act 1979* (the EP&A Act). This is Council's first LSPS and will be reviewed at least every seven years. The LSPS must include the following:

- The basis for strategic planning in the area, having regard to economic, social and environmental matters,
- The planning priorities for the area,
- The actions required to achieve those planning priorities, and
- The basis for which Council will monitor and report on the implementation of the actions.

The LSPS brings together and builds on planning work found in Council's other plans, studies and strategies such as the Local Environmental Plan (LEP), Development Control Plans (DCP) and Contributions Plan (CP). The LSPS will be used to inform a comprehensive review of these plans.

### The purpose of the plan is to:

*Identify our shared values to be enhanced or maintained*

*Outline the characteristics which make our area special*

*Direct how future growth and change will be managed*

*Provide a 20-year land use vision for the LGA and the actions to achieve this*

*Implement the South East and Tablelands Regional Plan 2036 where relevant to our area*

*Inform a comprehensive review of the Local Environmental Plans (LEP) and Development Control Plans (DCP)*

*Identify where further detailed strategic planning may be needed*

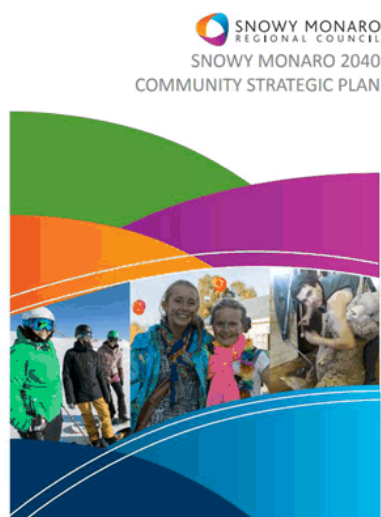


## Strategic Context

The LSPS gives effect to the SETRP 2036 implementing directions and actions at a local level. It is also informed by other state government policies including Future Transport Plan 2056 and the State Infrastructure Strategy and has regard to the ACT Planning Strategy.

The LSPS aligns with Council's Community Strategic Plan (CSP), which has a similar but broader purpose on how Council will work to meet the community's needs. The LSPS planning priorities, strategic directions and actions provide the rationale for land use planning decision making on how we will use our land to achieve the community's broader goals. The LSPS aligns with the Snowy Monaro CSP priorities, which are reflected in Table 1 below.

The LSPS also complements a number of other local strategic documents including the Regional Economic Development Strategy, the Destination Management Plan and local land use strategies.



*"The Community Vision from the CSP is: The Snowy Monaro Region is a welcoming community offering a quality lifestyle, beautiful natural environment and is a place of opportunity."*



*"The NSW Government's vision for the South East and Tablelands Region is: A borderless region in Australia's most geographically diverse natural environment with the nation's capital at its heart."*

*To achieve this vision the Government has set four goals for the region:*

- *A connected and prosperous economy*
- *A diverse environment interconnected by biodiversity corridors*
- *Healthy and connected communities*
- *Environmentally sustainable housing choices."*



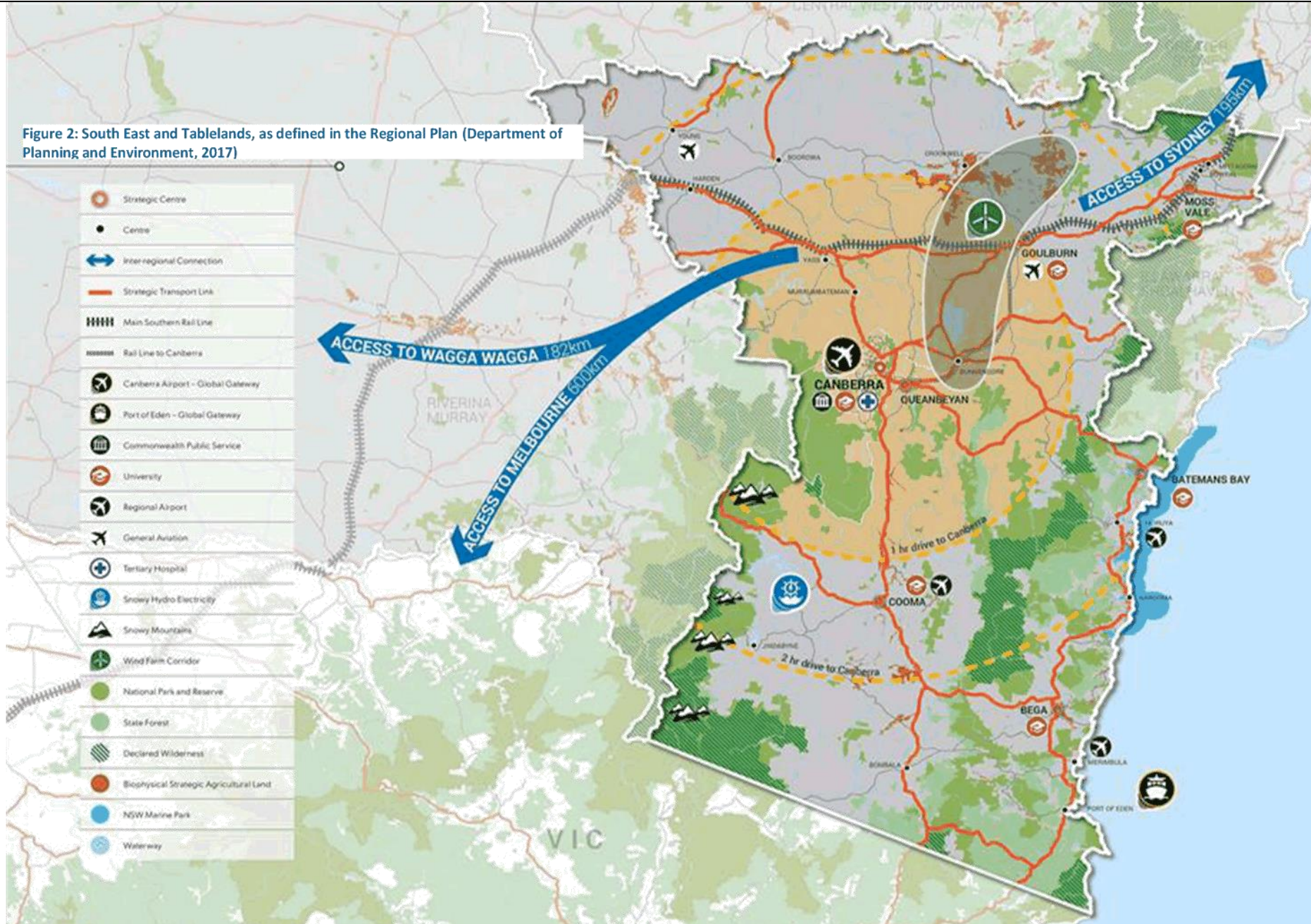
Table 1 – Alignment of directions from Strategic Documents

South East and Tablelands Regional Plan 2036	Snowy Monaro Community Strategic Plan 2040	Snowy Monaro Local Strategic Planning Statement 2040
<b>Goal 1 – A connected and prosperous Economy</b>  <b>Direction 1 – Leverage access to the global gateway of Canberra Airport</b> <b>Direction 2 – Enhance tourism and export opportunities through the Port of Eden</b>  <b>Direction 3 – Develop the Snowy Mountains into Australia’s premier year-round alpine destination</b> <b>Direction 4 – Leverage growth opportunities from Western Sydney</b> <b>Direction 5 – Promote agricultural innovation, sustainability and value-add opportunities</b> <b>Direction 6 – Position the region as a hub of renewable energy excellence</b> <b>Direction 8 – Protect important agricultural land</b> <b>Direction 9 – Grow tourism in the region</b> <b>Direction 10 – Strengthen the economic self-determination of Aboriginal communities</b> <b>Direction 11 – Enhance strategic transport links to support economic growth</b> <b>Direction 12 – Promote business activities in urban centres</b> <b>Direction 13 – Manage the ongoing use of mineral resources</b>	<b>Economy</b>  We are a vibrant and prosperous community providing opportunities for growth and learning	<b>Our Thriving Economy</b>  <b>Planning Priority 1</b> - Promote, grow and protect agricultural production and industry  <b>Planning Priority 2</b> - Maximise potential for business growth and efficiency  <b>Planning Priority 3</b> - Support development of the Snowy Mountains as Australia's premier year-round alpine destination
<b>Goal 3 – Healthy and connected communities</b>  <b>Direction 19 – Strengthen cross-border connectivity</b> <b>Direction 20 – Enhance access to goods and services by improving transport connections</b>	<b>Community</b>  Our communities are welcoming, inclusive and safe; our lifestyle needs are actively considered and planned for; and opportunities exist to enhance our	<b>Vibrant Places to Live, Work and Play</b>  <b>Planning Priority 4</b> - Use appropriate evidence based planning controls to respond to a diverse region  <b>Planning Priority 5</b> - Provide a variety of housing



Direction 21 – Increase access to health and education services	health and social wellbeing	options throughout the Snowy Monaro
Direction 22 – build socially inclusive, safe and healthy communities		
Direction 23 – Protect the region’s heritage		
<b>Goal 4 – Environmentally sustainable housing choices</b>	<b>Leadership</b>	<b>Infrastructure to Support Growth and Change</b>
Direction 24 – Deliver greater housing supply and choice	We have contemporary civic leadership and governance that fosters trust and efficiency	<b>Planning Priority 6</b> - Identify and integrate transport corridors and connections with the right types and levels of development
Direction 25 – Focus housing growth in locations that maximise infrastructure and services		<b>Planning Priority 7</b> - Foster resilient, enduring and safe local communities using land use planning controls which address local and regional natural hazards
Direction 26 – Coordinate infrastructure and water supply in a cross-border setting		<b>Planning Priority 8</b> - Capitalise on Growth and Change by Preparing for New Business and Population
Direction 27 – Deliver more opportunities for affordable housing		
Direction 28 – Manage rural life styles		
<b>Goal 2 – A Diverse environment interconnected by biodiversity corridors</b>	<b>Environment</b>	<b>A Sustainable Environment with a Vibrant Connection to Heritage and Culture</b>
Direction 14- Protect important environmental assets	Our iconic natural environment and heritage is preserved and enhanced for future generations whilst balancing the needs for regional development and growth	<b>Planning Priority 9</b> - Protect and enhance the cultural and built heritage of the Snowy Monaro
Direction 15 – Enhance biodiversity outcomes		<b>Planning Priority 10</b> - Protect and enhance the scenic landscape of the region
Direction 16 – Protect the coast and increase resilience to natural hazards		<b>Planning Priority 11</b> - Identify protect and encourage restoration of specific areas of environmental values of the Snowy Monaro Region
Direction 17 – Mitigate and adapt to climate change		<b>Planning Priority 12</b> - Move towards a carbon neutral future
Direction 18 – Secure water resources		

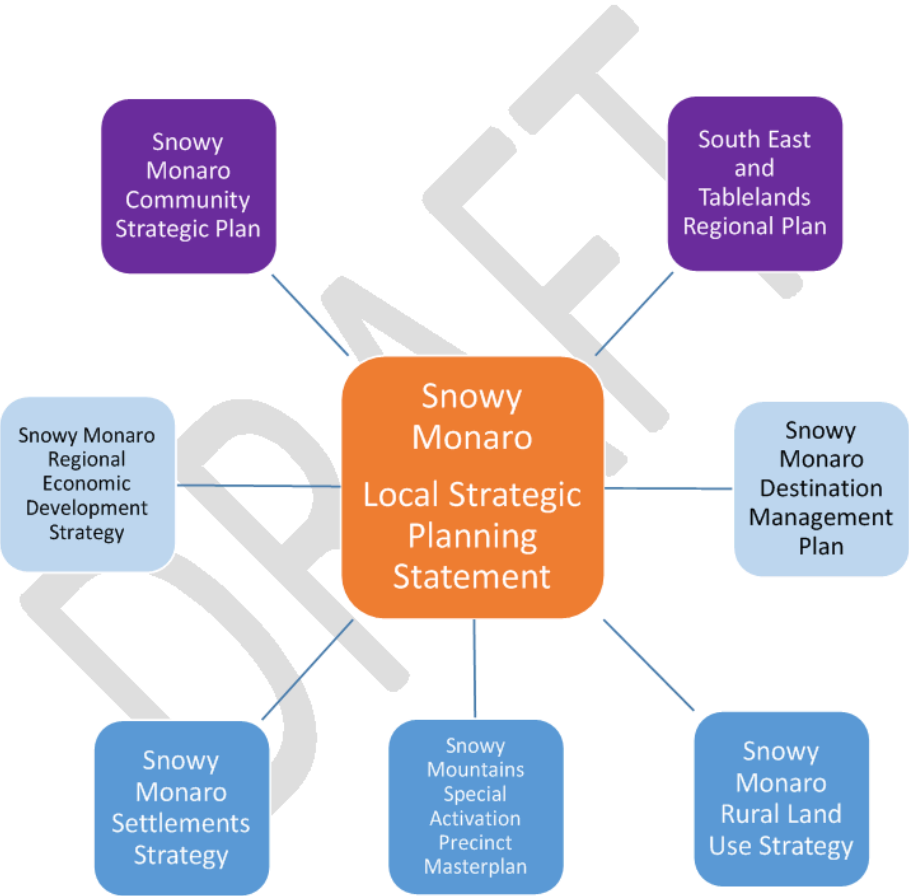






Plans that inform the Snowy Monaro Local Strategic Planning Statement

Figure 3: Plans that inform the LSPS





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## Consultation

The LSPS has been informed by recent discussions with the community and relevant stakeholders. The community consultation process saw Council engage with over 300 community members face to face at community consultation meetings and drop in sessions. This was a mammoth effort with over 1,400 km covered by the team within a two month period.

In early 2019 Council released the Land Use Discussion Paper for comment over a 10 week period to prompt discussion in relation to the LSPS and future land use planning in the Snowy Monaro region.

At the same time a YourSay page went live with supporting material including the discussion paper, a survey, interactive maps and an idea's board. The discussion paper was also circulated to community groups, Government agencies, industry and other key stakeholders.

The top three priorities for the community are:



PROTECTION OF  
AGRICULTURAL  
LAND



GROWTH AND  
EFFICIENCY IN  
BUSINESS AND  
INDUSTRY



LOCALLY BASED  
PLANNING  
APPROACH

Figure 4 Consultation Quick Facts

FACE TO FACE: 300 COMMUNITY  
MEMBERS

1400KM OVER 2 MONTHS

10 DROP IN SESSIONS

100 YOUNG PEOPLE

The final LSPS will be further shaped from all community feedback received during the exhibition of the draft LSPS.



### Catalysts for Future Growth and Change in the Snowy Monaro

Figure 5 – Catalysts for growth and change in the region



### How to Interpret this Document

Figure 6 How to interpret this document





## The Future is Bright

### 20 Year Vision

*The Snowy Monaro will remain a region primarily based on agriculture, forestry and tourism while embracing emerging industries such as renewable energy production. It will maintain and restore its pristine natural biodiversity and landscape. It will enhance its primary production lands by improving productivity and profiting from local strengths. The region will be better connected than ever before linking unique alpine and Monaro communities nationally and globally.*

*The Snowy Monaro Region will capitalise on local renewable energy projects including Snowy 2.0 to cement its place as a thriving centre for renewable energy generation. The region will benefit from the growth of industry, tourism, agriculture and forestry.*

*Snowy Monaro will continue to offer an unmatched regional lifestyle in a picturesque landscape.*

*Live a little more... live a  
Snowy Monaro lifestyle.*

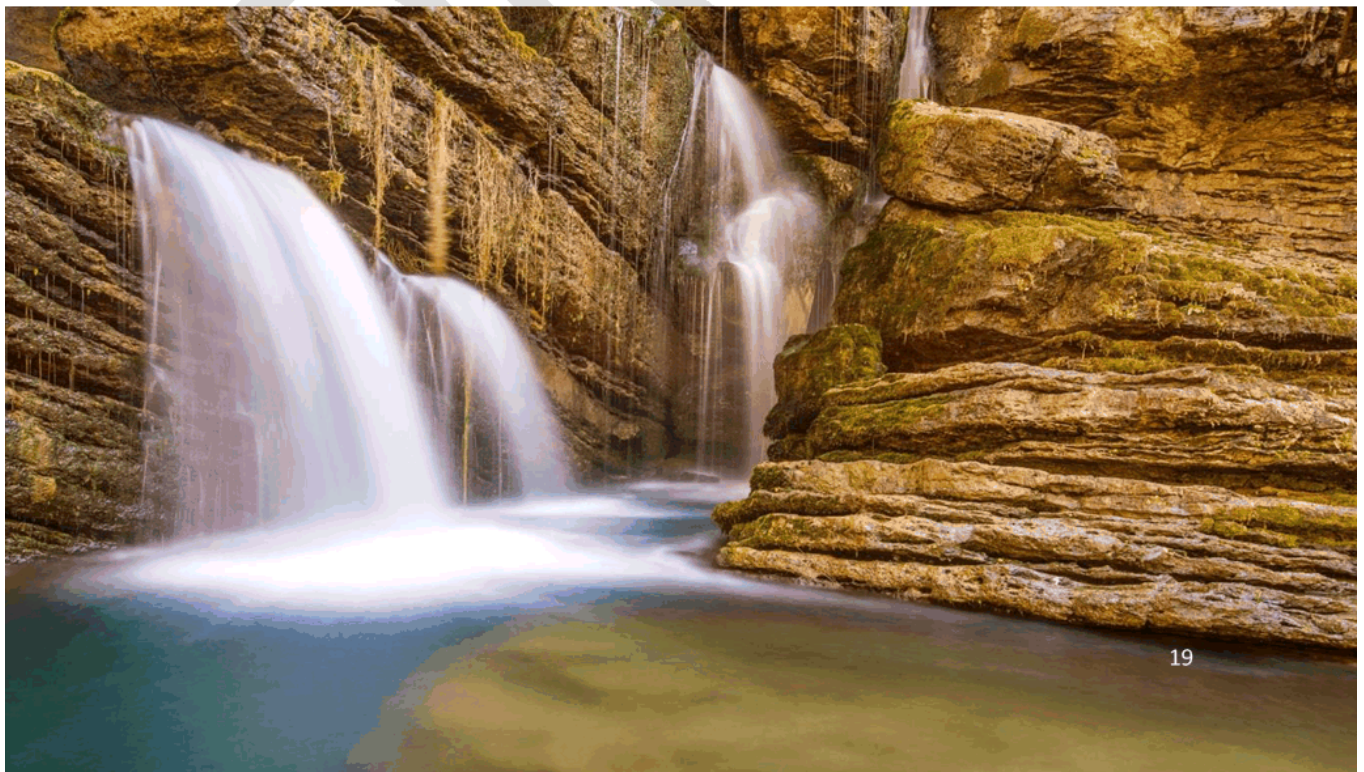
**Facilitate** stronger national and global links for our local communities

**Attract** and provide for increased tourism year round in the region

**Embrace** agricultural innovation and diversification in a changing climate

**Protect** and enhance our stunning landscape and biodiversity

**Capitalise** on local renewable energy projects including Snowy 2.0





## How will we get there?

The vision for the region can be achieved by implementing 12 core planning priorities.

### Our Thriving Economy

- **Planning Priority 1** - Promote, grow and protect agricultural production and industry.
- **Planning Priority 2** - Maximise potential for business growth and efficiency.
- **Planning Priority 3** - Support development of the Snowy Mountains as Australia's premier year-round alpine destination.

### Vibrant Places to Live Work and Play

- **Planning Priority 4** - Use appropriate evidence based planning controls to respond to a diverse region.
- **Planning Priority 5** - Provide a variety of housing options throughout the Snowy Monaro.

### Infrastructure to Support Growth and Change

- **Planning Priority 6** - Identify and integrate transport corridors and connections with the right types and levels of development.
- **Planning Priority 7** - Foster resilient, enduring and safe local communities using land use planning controls which address local and regional natural hazards.
- **Planning Priority 8** - Capitalise on Growth and Change by Preparing for New Business and Population.

### A Sustainable Environment with a vibrant connection to heritage and culture

- **Planning Priority 9** - Protect and enhance the cultural and built heritage of the Snowy Monaro.
- **Planning Priority 10** - Protect and enhance the scenic landscape of the Region.
- **Planning Priority 11** - Identify protect and encourage restoration of specific areas of environmental values in the Snow Monaro Region.
- **Planning Priority 12** - Move towards a carbon neutral future.







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## Our Thriving Economy

### Planning Priority 1 - Promote, grow and protect agricultural production and industry

#### Rationale

Agriculture is a wide and significant land use across the Snowy Monaro contributing approximately \$223million per year to gross regional product. Agriculture has been a mainstay in the economy of the region for hundreds of years and it is important that it is protected for hundreds more. It is also important we make the most from agricultural production as possible, protecting the viability of agricultural land goes a long way to achieve this. The emergence of new technologies and new production techniques are changing the paradigm in which agricultural production is undertaken and it is important to encourage and support new agricultural enterprises.

Agriculture in the Snowy Monaro region has traditionally centred on wool (\$27.5 million p.a), beef (\$24.9 million p.a) and lamb (\$19.8 million p.a) (NSW Government, 2017). Forestry is also a significant industry within the region supporting jobs with an area of about 33,000 hectares of radiata pine plantations (Forestry Corporation, 2015).

The changing climate is having a significant impact on the region. Rainfall patterns are changing, snowfall is gradually declining and the climate is on a warming trend. The increase in the longevity of low rainfall has led to prolonged drought conditions which may over time prove detrimental to the region's agricultural production. Weeds and pest animals also present a management and cost issue moving forward.

It is vital to the region's economic security that the industry is provided with the support to innovate and grow. Council's leadership is required in protecting the industry from significant threats such as land fragmentation and biosecurity risks.

*Local Industry, courtesy of John Taylor*



The region's popularity for tourists and proximity to Canberra presents opportunities for agri-tourism and agri-business which remain un-harvested. Capitalising on value-add opportunities around tourist routes and the tourist trade can be encouraged through planning and land use controls. Capitalising on the regions proximity to Canberra and particularly the export opportunities to Asia and the Middle East offered by Canberra International Airport should also be encouraged and supported where practicable. The Canberra International Airport sits approximately 30km outside of the Snowy Monaro LGA and offers competitive freight access to Asia and the Middle East and has ambitious plans to expand its global reach. There is potential for agribusiness, intensive agriculture and artisan food and drink opportunities to export high quality produce from the region to the global market.



#### Council Will

- Identify and protect prime agricultural land from fragmentation.
- Utilise a number of land use controls to prevent potential land use conflict between agriculture and other land uses.
- Utilise land use controls which mitigate the spread of weeds.
- Protect areas that contain important resources.
- Work with DPIE to obtain and map locally significant agricultural land.
- investigate potential intensive agricultural precincts and planning controls to facilitate productive developments.

#### Actions

- 1.1 Council will prepare a detailed Rural Land Use Strategy.
- 1.2 Council will prepare a consolidated LEP which prevents the fragmentation of agricultural and resource lands, but facilitates rural related development and value add agriculture.
- 1.3 Council will investigate agri-tourism opportunities around the corridor identified in figure 17 later in this document and recommend land uses that maximise innovation and diversification potential in local farming.
- 1.4 Council will support actions that link agriculture and appropriate forms of rural tourism.
- 1.5 Council will advise intending purchasers of rural land about the priorities for agriculture through Section 10.7 Planning Certificates.



### Planning Priority 2 - Maximise potential for business growth and efficiency

#### Rationale

The growth of business and industry throughout the region is important for securing employment opportunities and driving a diverse and prosperous local economy. Business is fuelled by a variety of factors which often contribute to opportunities and efficiencies, such as Government investment, population growth and access to vital infrastructure including transit corridors. Land use planning can be seen an impediment to business growth adding additional red tape, rather than an asset.

Cutting through the bureaucratic aspects of planning can be a challenge but high quality land use planning offers big benefits to business opportunities and efficiency. Appropriate assessment and knowledge of planning constraints forming a strong evidence base will lead to better strategic planning decisions and direction which will inform statutory planning. Well informed statutory planning with a strong strategic direction will help streamline the development assessment process and lead to efficiency gains for business and industry alike.

It is imperative for areas to play to their strengths and the unique local economy, environment and location of the Snowy Monaro Region offers a diverse base from which to capitalise on those strengths. As outlined in the Snowy Monaro story the South East and heart of the region offer an established primary production industry focused around grazing and forestry and the rich basalt soils offer abundant opportunities which will be multiplied by an upgraded Port of Eden. These areas are serviced by Cooma and Bombala which have potential to develop many supporting businesses and industries.



*Image: Jemalong Wool, courtesy of Suzanne Steward*

The Snowy Mountains and Eucumbene approach routes offer significant tourism and tourism related opportunities. The north of the region has the potential to benefit from Canberra's growth and access to Canberra International Airport.



#### Council Will

- Work with Snowy Hydro to understand the influence this project will have on the region.
- Provide industrial land in areas which support existing industries and can best accommodate emerging industries.
- Protect the unique landscape of the region by providing industrial land in locations which limit its visual impact.
- Utilise land use planning which maximises the benefits of Snowy 2.0 and encourages new industries.
- Provide for growing commercial areas in existing towns and maximise benefits from our proximity to the National Capital.
- Minimise the potential for negative impacts of industrial traffic on residential and tourism traffic and uses.
- Reinforce existing employment lands for freight and logistics, industry, warehousing and similar activities that require separation from sensitive land uses to avoid amenity impacts.
- Review planning controls which reinforce a busy commercial core and retain and encourage growth in Cooma.

#### Actions

- 2.1 Preparation of Employment Lands Analysis to identify quantum of industrial and employments lands required to grow.
- 2.2 Review planning controls to encourage shared office space collaboration to anticipate a more mobile and flexible workforce.
- 2.3 Prepare a detailed plan for the upgrading of Polo Flat in Cooma to encourage further industry investment.
- 2.4 Identify key government owned sites in the major towns throughout the region which could be used for new business and industry investment and ensure appropriate planning controls apply to these sites.
- 2.5 Council will develop a CBD Masterplan for Cooma to provide strategic direction to the town centre of Cooma. The Cooma CBD Masterplan will provide guidance for commercial development in the CBD and provide a plan for creating a vibrant commercial core for the Snowy Monaro Region.
- 2.6 Council will identify key sites or locations in Cooma where new business or industry with a large floor area requirement could locate.
- 2.7 Council will investigate options for Berridale highway services centre road reserve to improve amenity and aesthetics in the Settlements Strategy.



Planning Priority 3 – Support development of the Snowy Mountains as Australia’s premier year-round alpine destination

Rationale

The Snowy Mountains are a nationally iconic destination which is ever increasing in popularity with tourism. Tourism is focused on snow sports with the number of visitors on peak days in winter sometimes exceeding the capacity of infrastructure. In addition, longer term anticipated climate changes may make snow sports in the region unsustainable in the long term. At present the region’s population doubles in winter and the infrastructure struggles to keep up. The bulk of this impact is felt in Jindabyne, Berridale and Adaminaby which have many businesses dependent on tourism. Tourism is also having significant negative social impacts such as a perceived increase in crime.

A solution to these issues is developing a more sustainable level of tourism all year round. Many international locations have done this successfully including Queenstown, New Zealand which now sees summer visitors exceeding the number of winter visitors. Bright in Victoria has also been successful at marketing itself outside of winter months to create a more sustainable tourism offering.

The region offers attractions suitable for use year round which could generate significant tourist numbers, including mountain biking, trails, water sports, fishing and many more. Providing for and encouraging a more sustainable tourism offering will help diversify the industry and safeguard it for the future, particularly in the face of a changing climate.

Providing for more year round and sustainable tourism models will lead to an increase in employment across the region while also driving efficient infrastructure investment in the region. Growing Jindabyne as a year round tourism hub will elevate the region to the international stage and allow for focussed

Fireworks Thredbo – Courtesy Chris Rawlings



infrastructure investment and upgrades all within a short drive of nationally significant tourism assets.



#### Council Will

- Align land use planning objectives with the Snowy Monaro Destination Management Plan.
- Ensure land uses support diverse opportunities for visitation and recreation in a changing climate.
- Balance the transport needs of new development with the need to prevent congestion on tourism routes in the region.
- Work with the NSW Government on the development of a Special Activation Precinct (SAP) in Jindabyne and KNP to balance an increased tourism profile for the region with the needs of the local community.
- Work with NSW Government to alleviate congestion issues with Jindabyne and KNP.
- Engage and work collaboratively with Canberra International Airport and the Port of Eden to determine potential future impacts on the region.
- Develop Jindabyne as a key component of the Snowy Mountains year round tourism destination.

#### Actions

- 3.1 Council will review the current and potential use of the Alpine Way KNP access corridor to ensure that land use planning controls are appropriate to allow tourism activity.
- 3.2 Council will investigate future tourism funding options that include tourism levies – whether accommodation or business based, regional and NSW Government investment.
- 3.3 Council will identify issues and changes that are required in planning to enable growth and diversification in tourism development and to provide a lead for planning reform across the region.
- 3.4 Council will increase year round tourism to Jindabyne and the Snowy Mountains by providing a diverse range of tourism activities.







## Vibrant Places to Live, Work and Play

### Planning Priority 4 – Use appropriate evidence based planning controls to respond to a diverse region

#### Rationale

The Snowy Monaro is a diverse region with 14 unique towns and villages dependent on a number of industries spread over a vast geographical area. Given this diversity, a one size fits all approach across the Snowy Monaro is not considered conducive to good planning outcomes and instead the planning approach across the region will need to be flexible enough to respond to the character of individual areas while also allowing for easy interpretation and application.

This is not just the case in towns and villages but across the diverse rural landscapes of the region. Land use controls will need to respond to different landscapes and various rural industries which may only be viable in specific areas. This should include the identification and protection of significant agricultural lands in line with Planning Priority 1 but also utilising different/place based approaches to land use and minimum lot size for fringe agricultural land or land of varying agricultural quality.

In many ways the planning system in NSW is constrained by State Environmental Planning Policies and a Standard Instrument Local Environmental Plan which applies across the state without the flexibility to respond to unique local issues. As a result, these state wide planning controls have led to poor local outcomes across the Snowy Monaro. While steps are being taken by the NSW Government to review and simplify state wide planning controls, further flexibility to deal with local issues is clearly necessary. In many ways more flexibility in state wide controls may allow for enhanced outcomes in a world that is changing dramatically whether through technology or climate.

One issue in rural land use planning is whether to apply to a zone and minimum lot size consistently throughout the rural parts of the region or whether to localise controls to specific parts of the region which due to their localised circumstances warrant different planning controls to other parts of the region.



#### Council Will

- Acknowledge that the Snowy Monaro is a vast area which requires localised planning controls to respond to differences in the landscape, industries and local issues in specific areas across the region.
- Use a strong evidence base to inform land use and planning decisions.
- Ensure balance is between regional consistency and local identity.
- Work with DPIE and Snowy Hydro to improve connectivity to Lake Jindabyne Foreshore.

#### Actions

- 4.1 Develop a Rural Land Use Strategy which identifies different rural landscapes throughout the region and considers the planning controls applicable to those individual landscapes.
- 4.2 Council will continue to review land use/environmental planning instruments proposed by State Government and provide feedback/seek exclusion where necessary.
- 4.3 Council will prepare a Settlements Strategy that provides planning direction for the unique towns and villages of the region utilising the planning priorities and objectives identified in this document.
- 4.4 Council will introduce planning controls which encourage diverse alpine architecture with best practice environmental outcomes in Jindabyne.
- 4.5 Council will review zone structure for Berridale town and surrounding growth possibilities.
- 4.6 Council will develop a masterplan for Michelago to provide forward planning and strategic direction for its growth.
- 4.7 Council will prepare a Rural Land Use Strategy which provides strategic direction responding to the diverse rural landscapes across the region
- 4.8 Council will prepare site specific development control plan chapters to enhance and maintain the unique character of the Snowy Monaro Villages.



### Planning Priority 5 - Provide a variety of housing options throughout the Snowy Monaro

#### Rationale

The Snowy Monaro is a diverse region with many great towns and villages to live in. These towns and villages must respond to a variety of societal and other changes which will affect the provision of housing over the next 20 years. The region is anticipated to grow in population and our population is expected to get older and the decrease in average household size is set to continue, with an increase in lone person households. At the same time, it is likely that many people/families will move to the region for the lifestyle and the desire for larger land sizes than Capital cities can offer.

A wide variety of housing options will be needed to address the aspirations of new residents along with providing the housing needed for changing demographics.

A significant increase in the population of people aged over 65 from approximately 18 % of the population in 2016 to potentially 26% of the population in 2036 is expected (.idcommunity, 2020). This will involve smaller dwellings which meet Australian Standard 4299-1995 Adaptable Housing to allow for downsizing and ageing in place. Providing for housing stock which allows for ageing in place is likely to lead to social benefits for individuals and communities as long standing members of local communities have options to stay within their community rather than needing to relocate for aged care facilities.

While all new housing stock does not have to be adaptable housing, development controls can incentivise a percentage of dwellings provided in medium to large developments as being for adaptable housing. Retrofitting existing housing stock to meet AS4299 should also be encouraged particularly in areas which don't see a lot of new development.

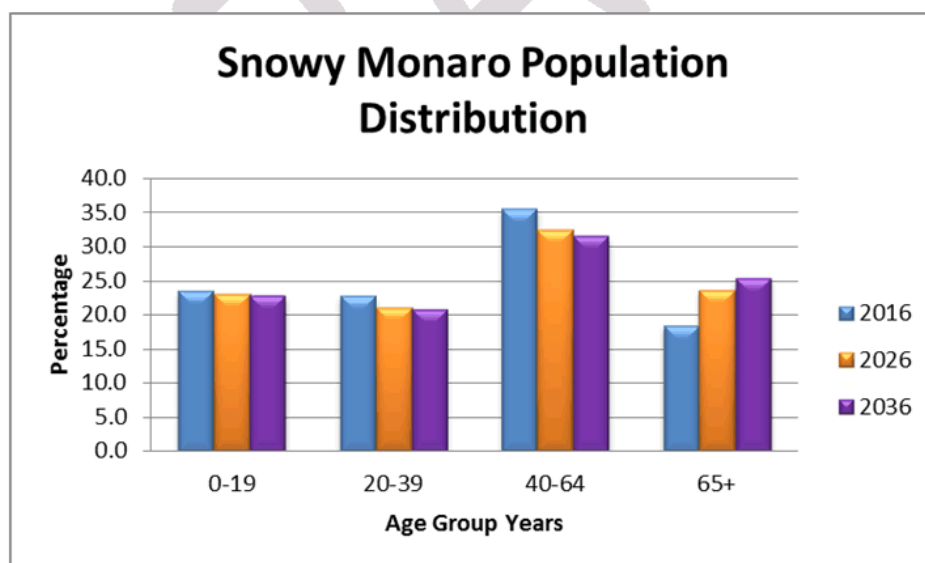


Figure 7 – Snowy Monaro Population Projections by age groups



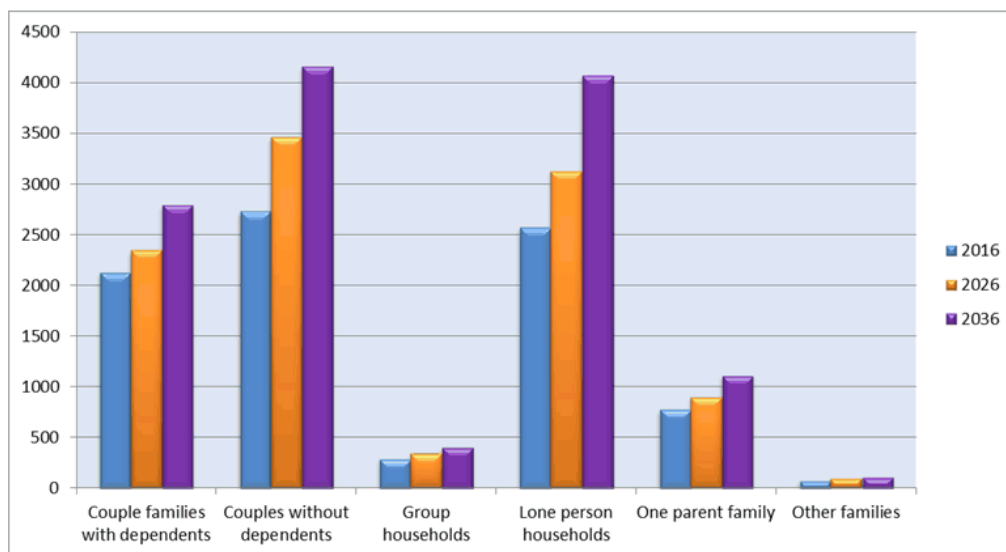


Figure 8 – Projected change in household types 2016-2036 across the Snowy Monaro Region.

The trend to more lone person and couple only households indicates that the need for large detached dwellings may ease into the future. This trend is anticipated to continue as shown in Figure 6 above with lone person households and couples without dependents making up approximately 65% of all households by 2036. More one and two bedroom dwellings are likely to be in demand and maintenance of larger properties is unlikely to be a priority for a big portion of this population.

While it is anticipated that all household types will increase in number from 2016 to 2036 the majority of this growth will occur in the 'lone person households' and the 'couples without dependents' which will both grow by about 1,400 households respectively in the high growth scenario (Snowy Monaro Regional Council, 2020). All other household types combined are expected to grow by only around 1,100 households.

Figure 9 – Dwelling types in the Snowy Monaro as at the 2016 census

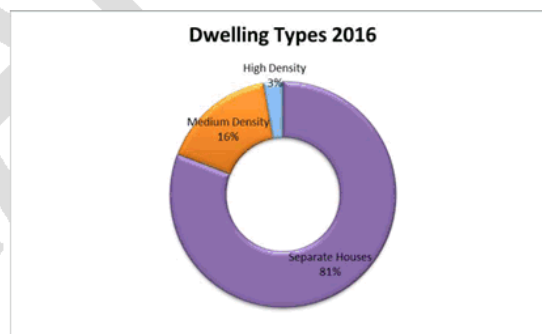
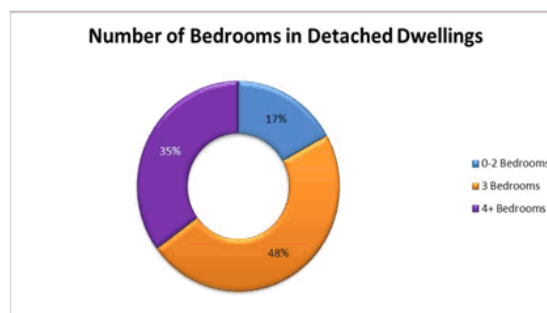


Figure 10 – Number of bedrooms per dwelling as per the 2016 census





### Rural Residential

The Snowy Monaro is experiencing a significant increase in residents seeking a more relaxed lifestyle from the larger capital cities. Rural residential housing is a popular housing choice in the LGA. However, increasing rural residential development may lead to conflict with valuable agricultural or environmental land and requires new or improved access to services and infrastructure.

To manage potential land use conflict and the timely delivery of infrastructure, Council will investigate opportunities for new rural residential housing as part of its Rural Land Use and Settlements Strategies. Initial investigations suggest that new rural residential areas could be located to the south of Cooma, east of Berridale and the in the north of the region at Smiths Road and Michelago.

These locations were identified in the land use strategies because they support little agricultural value and have regard to environmental and scenic impacts. New housing in rural residential areas must demonstrate high-quality design and promote sustainability.

Council will consider notifying potential rural land purchases by issuing a series of factsheets along with planning certificates on living in rural or semi-rural areas. Fact sheets will outline the right to farm concept and legitimate and compliant rural activities in rural zones to better manage land use conflicts.

### Council Will

- Facilitate affordable housing opportunities in Towns and Villages that respond to demographic change.
- Provide for housing on a variety of lot sizes to complement the rural character of the region.
- Provide for housing in a variety of different densities to respond to lifestyle and demographic demands.
- Promote compact medium-density residential forms between 3 and 4 storey heights adjacent to Cooma's Main Street.
- Apply design excellence to medium density and multi-dwelling housing opportunities.
- Provide a mix of housing sizes in medium density multi-dwelling developments.
- Design new neighbourhoods so they are environmentally sustainable, socially inclusive, easy access, healthy and safe.
- Support land use planning outcomes for rural residential development through appropriate buffers and setbacks from agricultural activities.
- Promote high-quality design and sustainability in new rural residential housing.
- Support community awareness of potential land use conflicts from living in or near agricultural land.

### Actions

- 5.1 Council will rezone land in the greenfield development areas in accordance with the Staging and Sequencing Plan identified in the Settlements Strategy. – short to medium term.
- 5.2 Council will monitor, review and update the Settlements Strategy to ensure sufficient housing is delivered to meet community needs and demand – medium to long term.
- 5.3 Council will consider the final Snowy Mountains Special Activation Precinct and work with the Community and NSW Government.
- 5.4 Council will encourage the development of adaptable housing through relevant planning policies and controls.
- 5.5 Council will provide well planned rural residential sites in appropriate locations in accordance with Land Use Strategies and the Regional Plan
- 5.6 Council will implement planning controls which limit potential land use conflict.



## Infrastructure to Support Growth and Change





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## Infrastructure to Support Growth and Change

### Planning Priority 6 - Identify and integrate transport corridors and connections with the right types and levels of development

#### Rationale

Transport corridors and connections are integral to the success of the region into the future. Transport corridors form the backbone of the region connecting parts of our region and connecting our region to the rest of Australia and internationally.

The Snowy Monaro is serviced by four classified roads which act as the spine of the transport network moving people and goods north-south and east-west across the region and connecting into a wider national road network. These include the Monaro Highway which stretches from the far north of the Snowy Monaro at the ACT to the far south east to Victoria. The Snowy Mountains Highway acts as the core east-west arterial road connecting from the Princes Highway on the South Coast to the Hume Highway West of Tumut.

Kosciuszko Road and Alpine Way also play an important arterial role in connecting to Jindabyne and to the various snow resorts. There are a number of other significant regional roads linking the region and beyond including; Delegate Road, Imlay Road, Mt Darragh Road, Snowy River Way, Dalgety Road, Barry Way, Middlingbank Road, Polo Flat Road, Numeralla Road, Jerangle Road and Bobeyan Road. Bobeyan Road once/if sealed could play an important role in linking Canberra and Adaminaby and increasing tourism and day trips from Canberra to the Adaminaby region for recreational activities.

It is important to consider in a land use context the potential infrastructure needs of the Snowy Monaro communities and visitors into the future. It is likely the region will be

heavily dependent on roads to move and connect over the next 20 years. As the population and industry grows in the region stress will be placed on the existing road infrastructure. This is already seen via the influx of tourists over the winter months which clogs an already congested traffic network particularly in the north and west of the region. With a move to increasing all year round tourism on top of an increasing population and industry related vehicle movements, it is vital that the planning is in place for the infrastructure to keep the region moving forward.

Transport isn't just roads and the Snowy Monaro has a significant disused railway line connecting from Queanbeyan to Bombala. This railway line could form a significant transport link either for rail purposes or as a rail trail. The NSW Government has invested \$1 million in investigating the feasibility of connecting the international hubs of Canberra Airport and the Port of Eden with rail utilising (where possible) the Bombala railway line. This could transform the region allowing freight and passenger trains to pass through the region connecting towns and villages of the Snowy Monaro with popular destinations and global gateways.

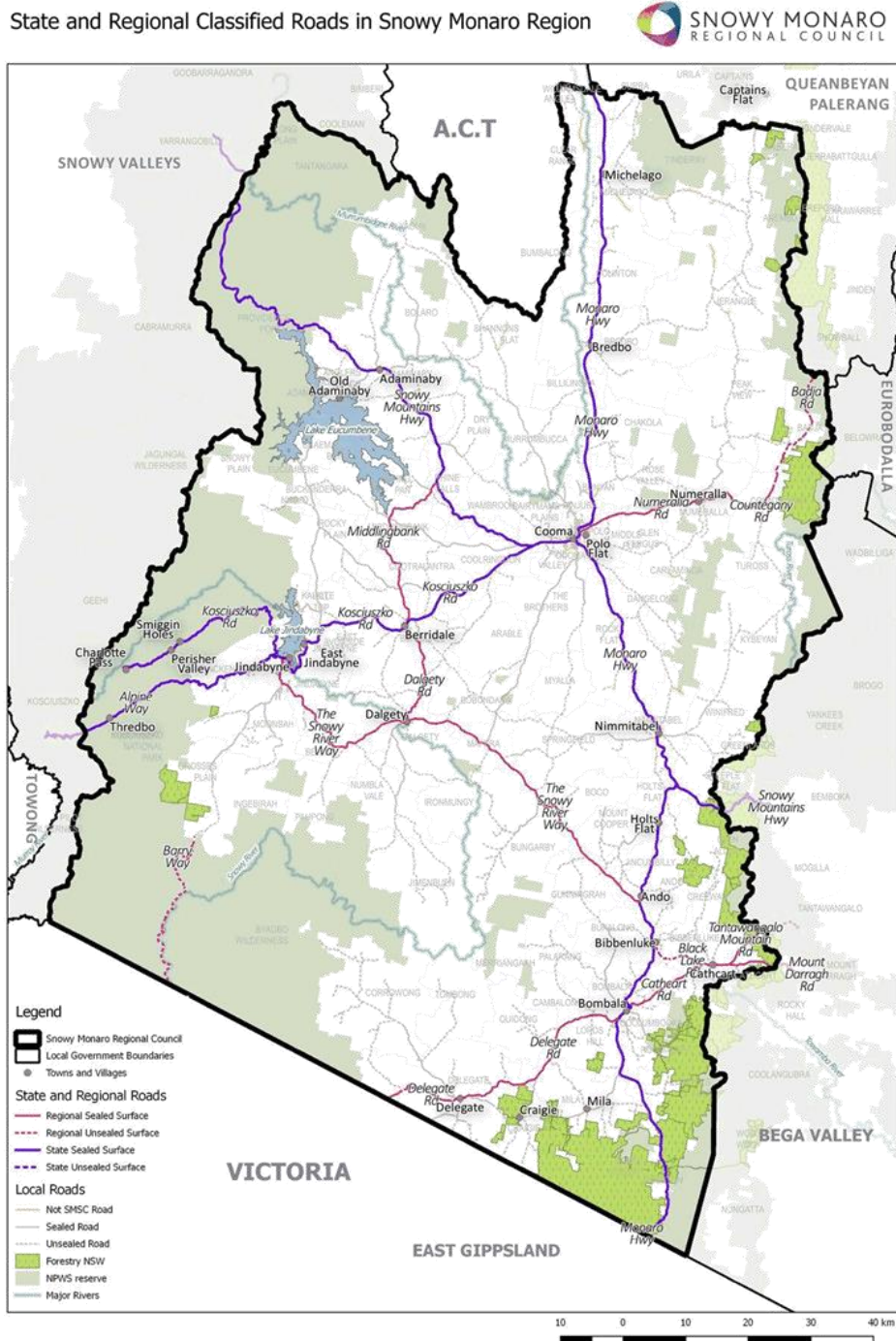
Council is also investigating the use of the railway as a rail trail, opening up the region for an all year round tourist activity. The rail trail is likely to offer a similar experience to the Central Otago Rail Trail. It will likely attract cycling enthusiasts from Canberra and nationally/internationally via Canberra International Airport.

The Snowy Monaro Region offers a number of different transport options and is bookended by two international gateways, by sea via the Port of Eden and air through the Canberra International Airport. Snowy Mountains Airport also offers significant opportunities with potential to link the Snowy Monaro Region with more domestic or international destinations. Council supports and



encourages the growth of Snowy Mountains Airport; this may include extensions to the runway, new or upgraded facilities including a new terminal to service more destinations.

Figure 11 – State and Regional Classified Roads





At a more local scale, active transport including walking and cycling is an important way for members of the community and tourists to move around towns and villages across the region. Active transport includes many health benefits as well as being an efficient and cost effective way to move. A lack of walking and cycling infrastructure often makes this a challenge in many of our communities. It is important that towns comprise an active transport network to move people around and offer an alternative to motor vehicle travel. It is also important that active transport networks are accessible to provide an alternative transit option for those in which mobility is a challenge.

#### Council Will

- Minimise ribbon development on the fringes of settlements along classified roads.
- Develop a clear road hierarchy around which to focus on future developments.
- Develop active transport corridors in all townships which acknowledge and integrate the different modes of transport available.
- Promote the integration of transport with land use in the region via the use of appropriate land use controls.
- Capitalise on access to international gateways such as Canberra International Airport and Port of Eden as corridors for tourism and freight transport.
- Support land uses which improve access and regional transport links to the Snowy Mountains.
- Promote active transport as an important transit means for getting around the region's towns and villages.
- Support Snowy Mountains Airport engagement with airlines to assist with identifying opportunities to improve passenger services at Snowy Mountains Airport.
- work with the NSW Government to develop Jindabyne and ski fields Access and Parking Strategy as part of the Snowy Mountains SAP

#### Actions

- 6.1 Council to develop a Regional Integrated Transport and Access Strategy.
- 6.2 Council to develop and implement a Foot and Shared Paths Strategy.
- 6.3 Council to develop and implement a Pedestrian Access and Mobility Plan.
- 6.4 Support the re-use of the Bombala Rail Way Line.
- 6.5 Engage with NSW Government to facilitate improvements for:
  - Monaro Highway
  - Kosciuszko Road
  - Delegate Road
  - Polo Flat Road
  - Bobeyan Road
  - Black Lake Road
  - Springfield Road
- 6.6 Investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale.
- 6.7 Investigate ways to make the Cooma CBD safe and accessible for pedestrians and more permeable to traffic.
- 6.8 Council will upgrade amenity of Maybe Street.



Planning Priority 7 - Foster resilient, enduring and safe local communities using land use planning controls which address local and regional natural hazards

Rationale

Droughts, floods and bushfires are the most common types of natural disasters which the Snowy Monaro Region experience. Climate change will exacerbate these natural hazards by making the events more frequent and more severe. Natural disasters are devastating and costly when many of the effects can be mitigated or completely avoided by best practice land use planning.

Council will utilise planning controls to mitigate the impact of flood events on towns and villages across the region. Council has undertaken flood studies for Berridale, Bombala, Bredbo, Cooma and Michelago. The results of these flood studies will be appropriately reflected in the Local Environmental Plan through the flood planning maps and flood related clauses and controls.

A trend towards a warmer and drier climate for the region means the bushfire risk across the region will become more severe. The spread of African love grass has increased the grass fire hazard across the region. Council is working with the NSW Rural Fire Service to update its bushfire prone lands map to represent the risks posed by grasslands.

Frequent and prolonged drought will have significant impacts on agricultural production in the Monaro. The Monaro historically receives a very limited amount of rainfall, limiting the types of agricultural activities that can be undertaken. Improved farming systems that encourage moisture retention and water efficient technologies can assist in mitigating the impact of droughts; these are to be encouraged where possible.



*A tributary to the Back Cooma Creek overflows through a front yard. Image courtesy of Andrew Meares (ACT First, 2013).*

Council Will

- Utilise best practice land use planning to mitigate or prevent bushfire hazards.
- Consider floodplain risk management in land use planning decisions.
- Locate development away from areas known to be impacted by natural hazards to prevent impact to life and property.
- Operate the emergency operations centre at times of emergency.

Actions

- 7.1 Implement new Bushfire Prone Lands (BFPL) map accurately reflecting bushfire risk including the risk posed by grasslands across the Snowy Monaro.
- 7.2 Implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.
- 7.3 Planning decisions are to consider the compatibility of land uses with natural hazards, with careful consideration given to sensitive land uses such as hospitals, schools and aged care facilities.
- 7.4 Work with Snowy Hydro to use flood data to inform planning decisions around Lake Jindabyne and Eucumbene.
- 7.5 Council to develop an Integrated Water Cycle Management Strategy.
- 7.6 Update Council's development controls, policies, guidelines and public domain projects to improve water efficiency in response to drought and water availability.



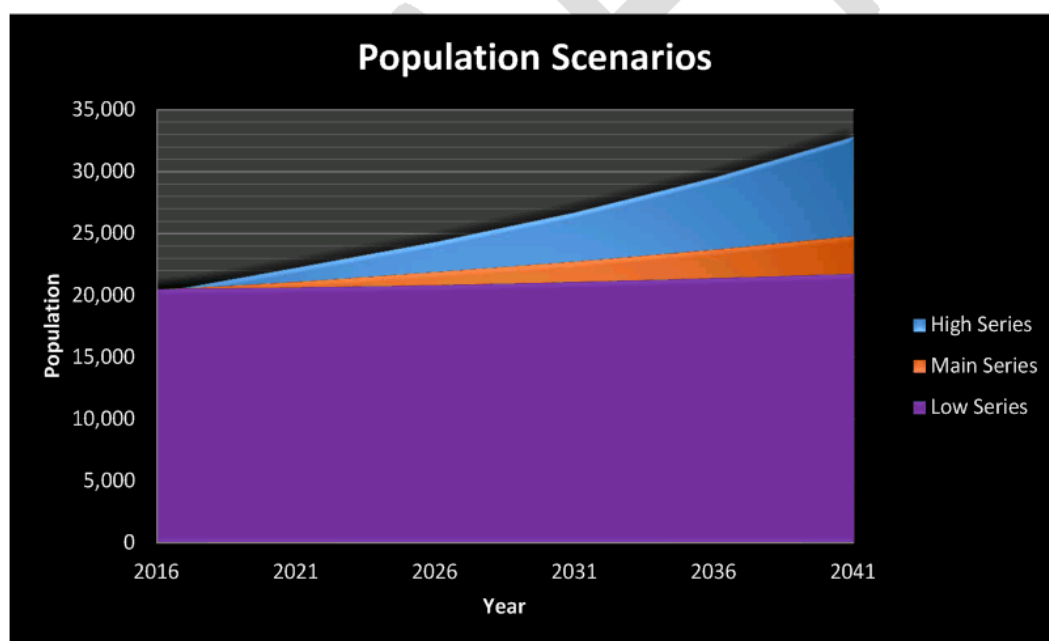
### Planning Priority 8 - Capitalise on Growth and Change by Preparing for New Business and Population

#### Rationale

The Snowy Monaro Region is experiencing a considerable amount of change with significant investment into the resorts, education, health and renewable energy. At the same time traditional rural industries such as agriculture, forestry and mining still remain the backbone of our varied but stable economy. Agriculture in particular has been impacted by a changing climate, an increase in invasive species such as weeds and feral animals and an aging workforce. The region punches well above its weight and remains economically stable for its small population and low unemployment rate.

the region and at the same time ensuring infrastructure is in place to support the growth.

It is difficult to predict what the future may bring as historical population growth is not a reliable indicator of future growth given the significant change this region is currently experiencing and will continue to experience. It is important that planning is in place for a number of scenarios to allow appropriate infrastructure and land provision to support residential development as well as employment lands. As such, Council has developed a development vision policy document which outlines three potential future scenarios; low, main and high.



Parts of the region have seen industry and population decline over the years, although recent significant public and private investment is likely to stimulate growth. Snowy Hydro 2.0 is the most significant project to influence the area although is likely to put a strain on existing infrastructure. It is important to cultivate new industries and capitalise on this extraordinary investment in

Figure 12 – Population Scenarios for the Snowy Monaro LGA (Snowy Monaro Regional Council, 2020)



These scenarios are based on a number of factors including potential drivers and assumptions. This allows a guide for planning and monitoring of growth which will assist to determine allocation of resources as required. The low scenario will see a population increase of only 1000 people by 2041, the main scenario will see an additional 4,000 residents in the region by 2041 and the high growth scenario could see an addition 12,000 residents in the region by 2041 as shown in Figure 10 above.

These scenarios provide a realisation of what potential impact these projects could have on the region and allow for planning to be undertaken to provide for potential growth in the region. Capitalising on employment opportunities from investment is key to a prosperous region in the future.

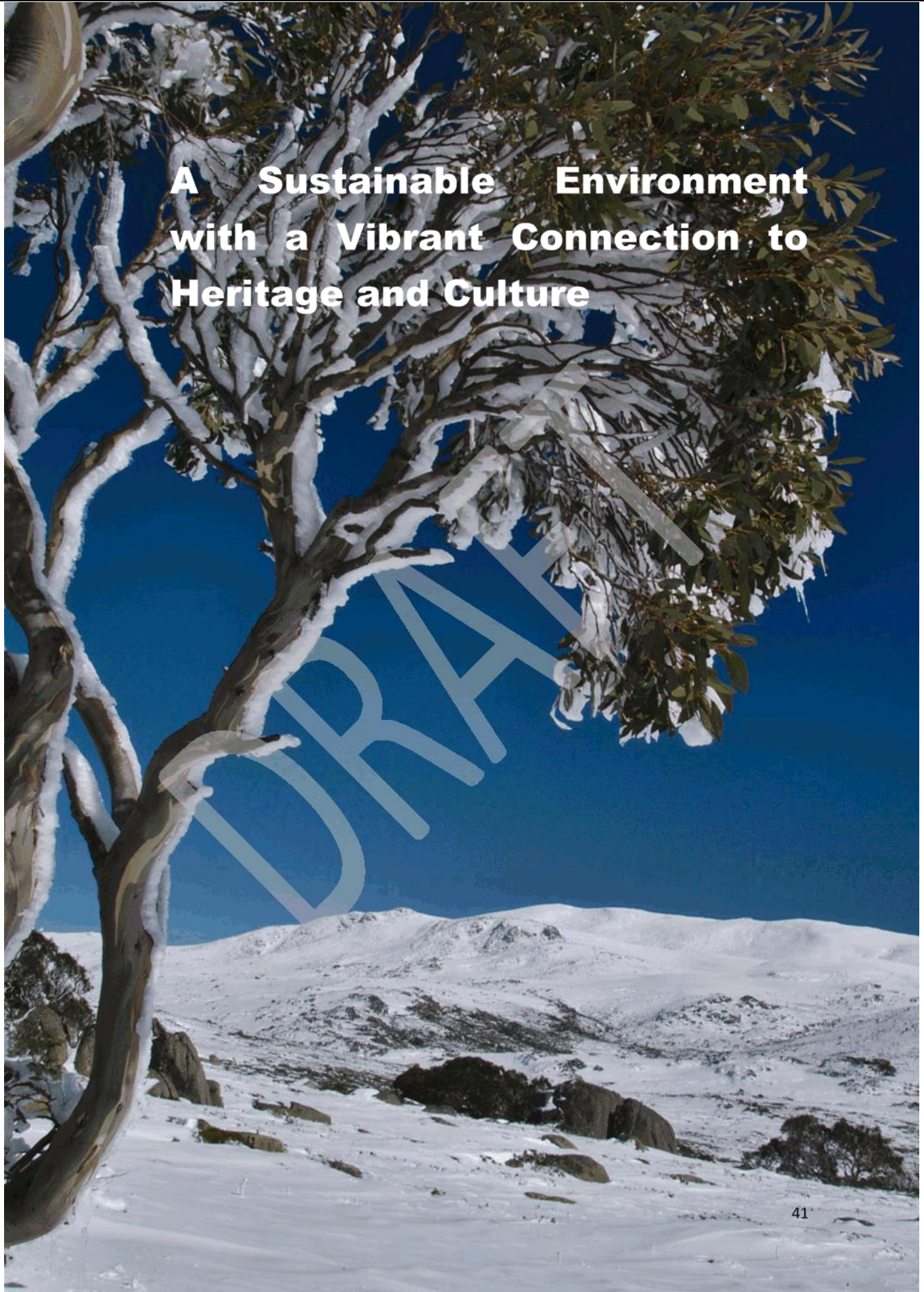
#### Council Will

- Provide adequate infrastructure for a growing and changing region.
- Encourage investment to the region through a clear vision and comprehensive planning.
- Be forward thinking by providing population scenarios to plan for.
- Provide a sustainable approach to growth through well planned and environmentally sensitive developments.
- Actively pursue new business investment and population growth in the region.

#### Actions

- 8.1 Create a policy document which outlines population change scenarios for the region.
- 8.2 Undertake a water options study for Michelago.
- 8.3 Evaluate infrastructure needs for growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities.
- 8.4 Plan for, and encourage growth in areas with infrastructure capacity through strategic planning documents such as the Settlements Strategy.
- 8.5 Develop a business investment portfolio for the region and a policy to attract long term residents.
- 8.6 Council will work with electricity providers to investigate the most effective means of increasing system capacity in Berridale.
- 8.7 Council will investigate upgrade options for Berridale's sewerage treatment plant for anticipated growth levels.
- 8.8 Council will investigate potable water options for Old Adaminaby.







## A Sustainable Environment with a Vibrant Connection to Heritage and Culture

### Planning Priority 9 - Protect and enhance the cultural and built heritage of the Snowy Monaro

#### Rationale

Heritage listed places are assets worthy of preservation to provide a sense of cultural value, identity and a connection to the past. Heritage buildings and locations make a significant contribution to the area's distinct character which is critical to attract new residents and visitors to the area.

The Bombala Region Heritage Study (2018) identified a number places of heritage significance. Most heritage items identified centred on Bombala and Delegate's main streets (Giovannelli & O'Keefe, 2018). These items and street character can be protected by local item status and heritage conservation areas. In these heritage conservation areas, the area's historical layout, landscaping and streetscape elements are acknowledged as being of heritage significance. Council will control development in these areas to ensure heritage values are protected.

Snowy Monaro's villages retain many important listed heritage assets, including the Geldmacher Mill in Nimmitabel, and the Buckley's Crossing Hotel and Dalgety Bridge in Dalgety. To ensure that heritage buildings are protected, preserved and accessible to the community, proposals for adaptive reuse will be considered where they do not adversely affect the heritage significance of the item.

Cooma has a number of significant heritage items, many located in the Lambie Street Conversation Area. Many significant heritage buildings are scattered throughout central Cooma but the inconsistent use of heritage conservation areas in central Cooma has led to a lack of heritage continuity being maintained in areas. A review of Cooma's

heritage conservation areas should be undertaken with the intent of developing heritage character and continuity in central Cooma.

Snowy Monaro Regional Council recognises local indigenous people as custodians of the land and recognises the significance of their spiritual and cultural connection to the land. This connection with the land long pre-dates European settlement, with evidence of Aboriginal occupation within the area dating back thousands of years. Despite physical modification of the land, many places of significance and the spiritual and cultural connection to the land remain.

To better manage protection of sites with known, or potential Aboriginal cultural significance a study should be undertaken engaging with Local Aboriginal Land Councils (LALC), elders and local knowledge holders. Sensitivity mapping sites will help to guide decision making on future development proposals. In areas identified as highly sensitive or culturally sensitive, an Aboriginal Cultural Heritage Assessment will be required in accordance with OEH guidelines.

The Snowy Monaro Region is also the starting point for an ancient pathway used by Aboriginal people over thousands of years linking Targangal (Mt Kosciuszko) with the coast at Bilgalera (Fisheries Beach). The Bundian Way is recognised and protected as a State Heritage Item with the pathway traversing rugged and varied landscapes. Council is committed to protecting and celebrating Aboriginal cultural heritage and will continue to engage with local Aboriginal communities to ensure future development in the area respects the cultural significance of landscapes and individual sites of significance within them.



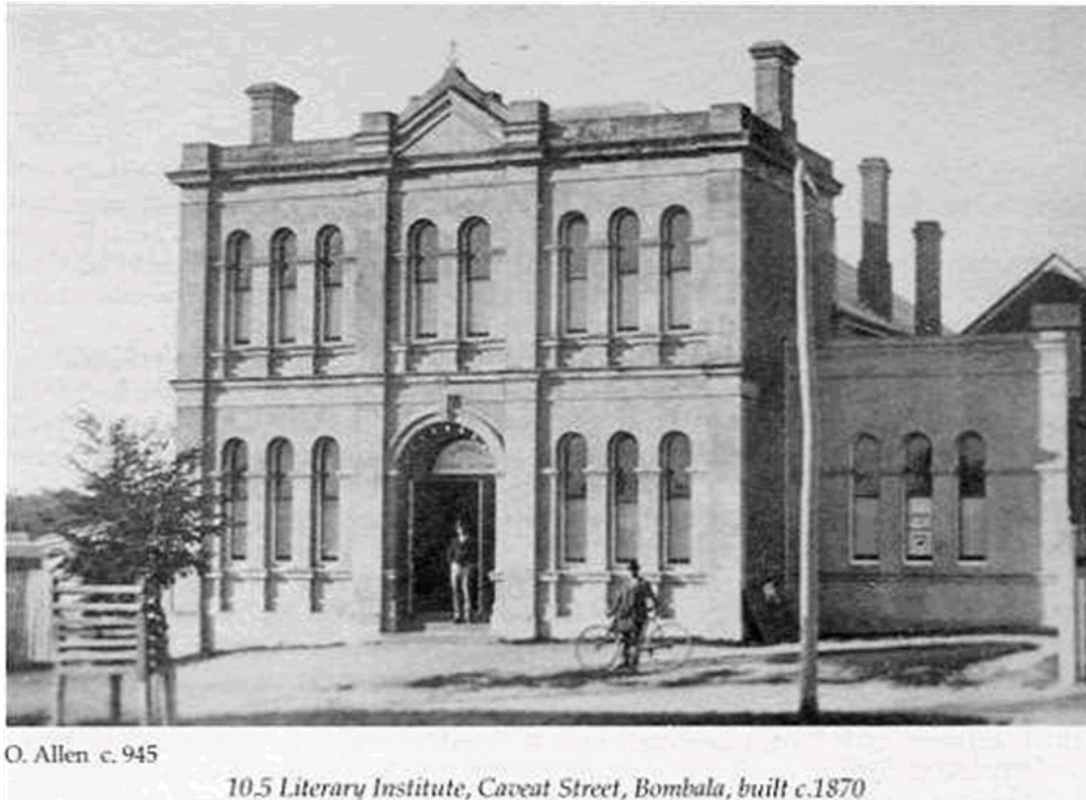


Image: Literary Institute, Bombala (Giovannelli & O'Keefe, 2018).

#### Council Will

- Identify and protect Indigenous culture and heritage throughout the Snowy Monaro.
- Utilise planning controls to encourage the protection of local heritage items.
- Use heritage conservation areas to provide for design excellence in places containing a concentration of significant heritage items.
- Encourage sensitive and complementary development and adaptive reuse of buildings for housing in heritage conservation areas.

#### Actions

- 9.1 Undertake an Aboriginal Heritage Study for the region.
- 9.2 Review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.
- 9.3 Review the planning controls relating to Heritage Conservation Areas in Cooma.
- 9.4 Develop a heritage strategy for the Snowy Monaro Region
- 9.5 Council will work with Eden Aboriginal Land Council and Delegate Progress Association to progress the Bundian Way project.
- 9.6 Council will implement a Heritage Conservation Area (HCA) over Maybe Street in line with Heritage Study.
- 9.7 Council will implement a HCA over the main street of Delegate to maintain the heritage character of the town.
- 9.8 Council will review heritage controls in Nimmitabel to ensure they promote coherent development sympathetic to the heritage significance. Also encourage the restoration and adaptive reuse of heritage items.



### Planning Priority 10 – Protect and enhance the scenic landscape of the Region

#### Rationale

The Snowy Monaro Region is home to some of the most spectacular landscapes in the country. The landscape in its essence is split into two; the steep rugged alpine mountains and the wind swept Monaro plains, however there are many distinct sub landscapes across the region which amaze and wonder.

The region is popular with tourists and there is an expectation that rural landscapes be maintained for enjoyment. Landscapes can be hindered by visually intrusive developments although sometimes these are necessary for productivity and employment. Forward strategic planning must identify areas of important scenic landscape and provide controls to prevent visually intrusive development in these areas.

There are many significant vistas which should be protected and enhanced these include the many lakes throughout the region, particularly Jindabyne and Eucumbene which are popular with tourists, the Tinderry Mountain range and wide expanses of rural land often with snow-capped mountains in the distance. The



Image: The Way to the Snow, courtesy of Andrew Barnes

landscape of the Snowy Monaro is worth protecting.

The growth of urban areas can also have a detrimental impact on the landscape as such urban growth needs to be well planned and should where possible avoid ridgelines. Employment lands are often the most visually intrusive of urban development and new employment lands should avoid ridgelines and provide buffer areas from residential dwellings.

#### Council Will

- Recognise the importance of preservation of the scenic landscape to tourism and local residents.
- Protect and enhance the unique rural and alpine landscapes of the region through appropriate planning controls.
- Minimise the impact of development on the landscape, particularly on the fringe.
- Support the implementation of large scale renewable energy projects outside of scenic protection areas.
- Council will assess the biosecurity risks of new developments on agriculture.
- Council will collaborate with education facilities to provide research support to agriculture.

#### Actions

- 10.1 Identify significant landscape areas as scenic protection areas in the LEP and DCP.
- 10.2 Prepare a Rural Land Use Strategy which considers the visual importance of the rural landscapes throughout the region.
- 10.3 Council will implement planning controls that influence the form and scale of permissible development in rural areas



The Snowy Monaro region is framed by environmental assets, including Mount Kosciuszko, Australia's highest peak and two great Australian rivers, the Murrumbidgee and the Snowy. Biodiversity in the Snowy Monaro is highly diverse, and very significant to conservation objectives in NSW. Over the last 200 years human activities such as land clearing and the expansion of residential development has impacted on the region's natural assets.

Ongoing human activity and climate change has the potential to further harm the region's natural environment and at present the Snowy River, riparian areas and creek corridors, and wildlife corridors are particularly vulnerable. Demand for lifestyle/rural residential land has increased and will continue to increase into the future.

Land use planning controls have the ability to protect and enhance the natural environment. Council will adopt an evidence based approach to land use planning in relation to areas of high environmental value. A biodiversity study of the region, focussing on growth areas will be prepared which will inform appropriate zoning and additional local provisions.

The former Cooma-Monaro Council developed a draft Koala Plan of Management (KPoM). The KPoM is designed to appropriately manage development and protect koala habitat. The koala is listed as a Vulnerable species in NSW under the *Biodiversity Conservation Act 2016* and as Vulnerable within south east





Qld, NSW and the ACT under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC). The preparation of the draft KPOM is in accordance with the aims of State Environmental Planning Policy No. 44 – Koala Habitat Protection (SEPP 44).

Core Koala habitat in the region is centred on the village of Numeralla and is home to a regionally significant number of Koala's. The area of core Koala habitat follows a significant biodiversity corridor from the Tinderry Mountain range in the north to just north of Nimmitabel in the south. While this area of biodiversity is regionally significant, very little of the corridor is zoned an environmental protection zone. The majority of this corridor is zoned RU1 Primary Production and while agricultural activities do take place the vegetated areas are not of high agricultural value. The use of Environmental Protection Zones in accordance with the Rural Lands

Study and Biodiversity Study will be considered to better protect the biodiversity value and link the corridor.

#### Council Will

- Protect localised areas of high environmental value, scenic value and cultural heritage value.
- Maintain and provide for land uses which enhance links with the natural environment for recreational use and animal habitat and apply a zone which reflects that function.
- Recognise the need for biodiversity corridors throughout the region which facilitate the natural movement of wildlife away from areas of more intense development.
- Locate new residential and rural residential areas to avoid areas of high environmental value and important agricultural land.
- Investigate the various conservation arrangements available under the *Biodiversity Conservation Act 2016* which may be suitable for Council owned land.

#### Actions

- 11.1 Review the Rural Lands study and Biodiversity Study to inform zoning and additional local provisions in preparation of LEP.
- 11.2 High value terrestrial and aquatic ecosystems are protected to enhance biodiversity and protect environmental values.
- 11.3 Finalise and implement a comprehensive Koala Plan of Management.
- 11.4 Provide planning controls to protect rivers and waterways from pollution.
- 11.5 Council will liaise with NSW Government on the delivery of a new Koala SEPP.

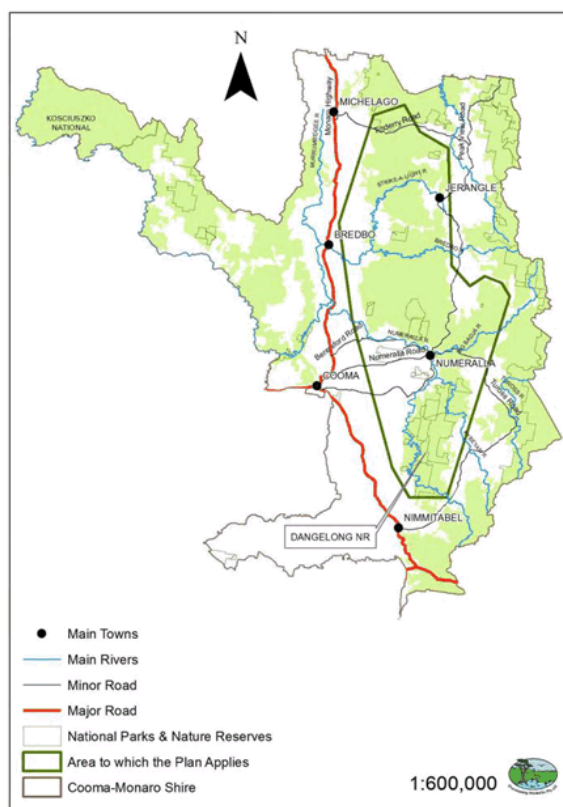


Figure 14 – Draft KPOM study area within the former Cooma-Monaro LGA



### Planning Priority 12 - Move towards a carbon neutral future

#### Rationale

Council has a responsibility as a trusted community partner to address the cause of worsening climatic conditions due to anthropogenic climate change. Climate change and the associated effects will impact on the viability of agriculture and industry, the distinctive environment of our region and the costs associated with providing and maintaining infrastructure through extreme weather patterns such as bushfire, drought, flooding and higher temperatures.

The Australian Government has a target to reduce national emissions to 26-28% on 2005 levels by 2030. In accordance with the NSW Government's NSW Climate Change Policy Framework (2016), NSW has a target of net zero emissions by 2050 as well as planning for greater resilience to a changing climate.

The snapshot below provides a business as usual (current) carbon emissions profile for the Snowy Monaro Region, noting that methane, nitrous oxide and other contributors are not included. Council has an interest in both the waste and electricity sections of this chart. An audit of Council's total greenhouse gas emissions can be undertaken to better understand Council's contributions to emissions within the region and to take a leadership role heading towards a carbon neutral future.

Agriculture is a significant emitter and is responsible for 49.51% of the total carbon emissions within the region. Agriculture has the dual challenge of both reducing emissions while increasing production. Regenerative native agroforestry may be able to assist in achieving both of these outcomes. Where implemented appropriately, agroforestry may provide multiple benefits to mixed farming enterprises such as carbon sequestration, soil health, infiltration, biodiversity and water quality. Council is taking steps to understand the suitability of regenerative

## Snowy Monaro Regional

### 2017 municipal emissions snapshot

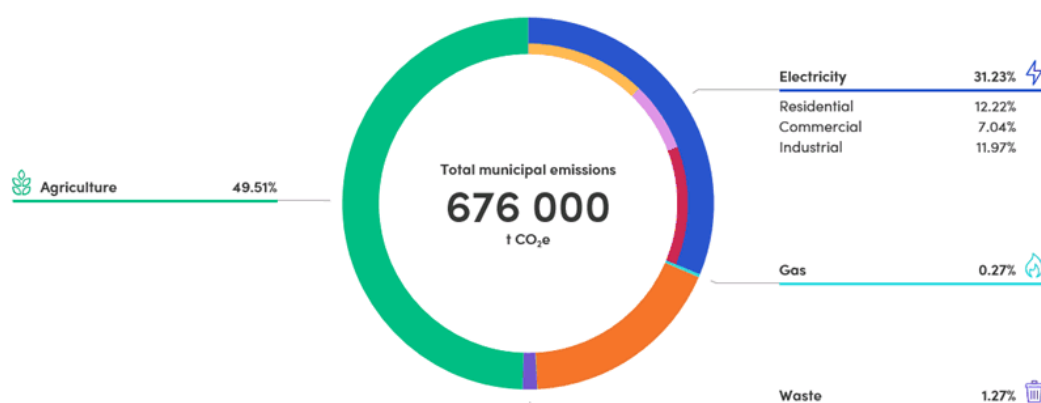


Figure 15 - Snowy Monaro Regional Council carbon emission snapshot (Ironbark Consulting, 2019)



native agroforestry throughout the region.

While the Snowy Monaro is already a renewable powerhouse in terms of Snowy Hydro and Boco Rock Wind Farm, there is no major solar power generation occurring within the region. In line with Council's vision to become a centre for renewable energy, opportunities for solar power generation and other renewable energy can be investigated and supported in suitable locations.

Some areas within the LGA are likely to receive strong residential growth over the next 20 years. Within these areas Council would like to encourage sustainable, high quality design. Under the current legislative framework Council is prohibited from increasing the minimum standard performance requirements for energy and water for residential buildings. There is potential to increase BASIX energy targets to achieve more carbon neutral development outcomes and Council will actively advocate in this space. Despite the current BASIX targets Council will investigate DCP controls relating to subdivision, landscaping and stormwater

management which result in more sustainable carbon neutral residential development.

Climate change has led to declining snow fall on the mountains which has been measured since the 1960s. This trend of declining snow fall is expected to continue with the climate becoming increasingly erratic and unpredictable. While improving snow making technology may make up for this at the resorts, it will likely lead to overall shorter snow seasons and a worsening snow experience. Creating more all year round tourism products will help mitigate the impacts of climate change and create a more resilient tourism economy for the region.

Snow Fall at Spencers Creek, 1954 - 2016

Chart inspired by Joy Division album cover 'Unknown Pleasures', designed by Peter Saville.

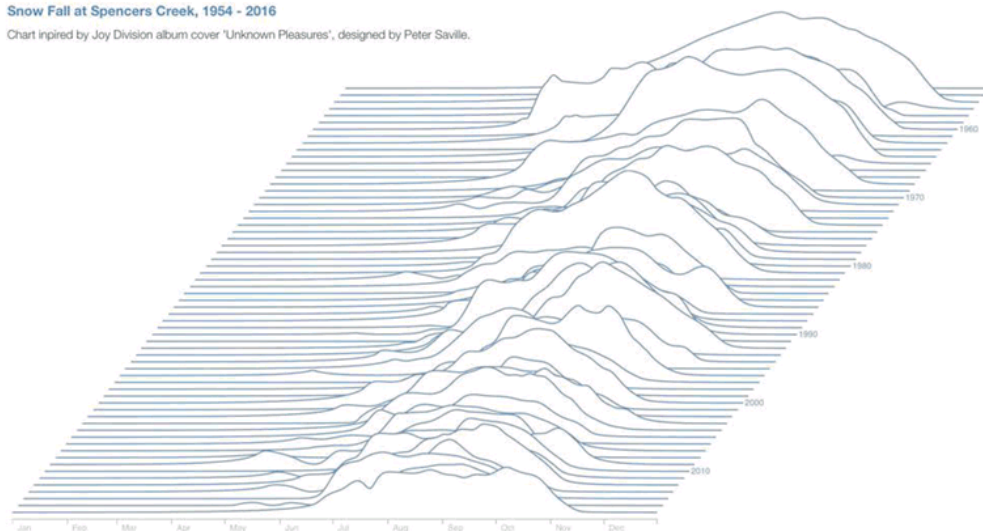


Figure 16 Declining Snow Fall at Spencers Creek, 1954 - 2016 (Macleod, 2016)



#### Council Will

- Work towards net zero emissions
- Work towards improving community resilience in the face of a worsening climate.
- Support the implementation of large scale renewable energy projects outside of scenic protection areas
- Advocate for more sustainable housing and environmental outcomes in State planning policies, including BASIX.
- Investigate regenerative native agroforestry as a means to improve ground cover and tree cover increasing carbon storage and other sustainability and conservation outcomes.
- Continue to support the growth of year round tourism in the area to mitigate any reduction in tourism during the winter months.
- Manage the impact of natural hazards and climate change on assets and services and enable communities and individuals to be better prepared and more resilient.

#### Actions

- 12.1 Conduct an audit of Council greenhouse gas emissions to determine areas for improvement.
- 12.2 Review and update DCP provisions to ensure sustainability outcomes for subdivisions are improved.
- 12.3 Increase the quantity and diversity of trees and plants in public spaces, parks and streets.
- 12.4 Encourage best practice stormwater management in new developments including use of rainwater tanks for capture and use for non-potable purposes.
- 12.5 Investigate agroforestry in the region and the role it could play in offsetting carbon emissions.



## A Local Perspective

### What will the future look like?

The five (5) town plan is a core part of the settlements strategy. The two (2) key points which came out of the preliminary community engagement phase was the need to protect the rural landscape of the area and protect primary agricultural land. The five (5) town plan seeks to achieve this by concentrating development around five (5) urban areas in the Snowy Monaro Region as listed below:

- Cooma,
- Jindabyne,
- Bombala,
- Berridale, and
- Michelago

Detailed analysis of each town is provided in later sections of this strategy. Each town is strategically located across the region to compliment other towns and provide essential services for its section of the LGA.

**Cooma** is located in the centre of the LGA and is the core service centre for the region. Cooma's role as the administrative hub for the region is to be maintained and growth is to be predominantly via infill type developments. More employment land will need to be made available to capitalise on Snowy 2.0 development. This should include the provision of a mix of Business and Industrial land. As Cooma grows it is anticipated that the need for recreational facilities will grow over time. It is considered this is best left to a recreational needs strategy however this strategy does consider the need for recreational corridors connecting future developments to the CBD and in doing so allowing for active travel corridors.

**Jindabyne** will play a key role in delivering on Directions 3 and 9 of the South East and

Tablelands Plan. The Department of Planning and Industry are currently undertaking the Snowy Mountains SAP Masterplan and it is considered appropriate that Council continue to work with the Department of Planning, Industry and Environment to deliver the Masterplan in a timely manner and consider its contents once finalised.

**Bombala** has a significant industry base with some of the most productive agricultural land in the region and a significant forestry industry. The evidence shows that there is enough capacity in existing zoning controls to support the town's growth over the next 20 years. It is considered appropriate to allow industry in the town to grow by providing more employment lands for the town.

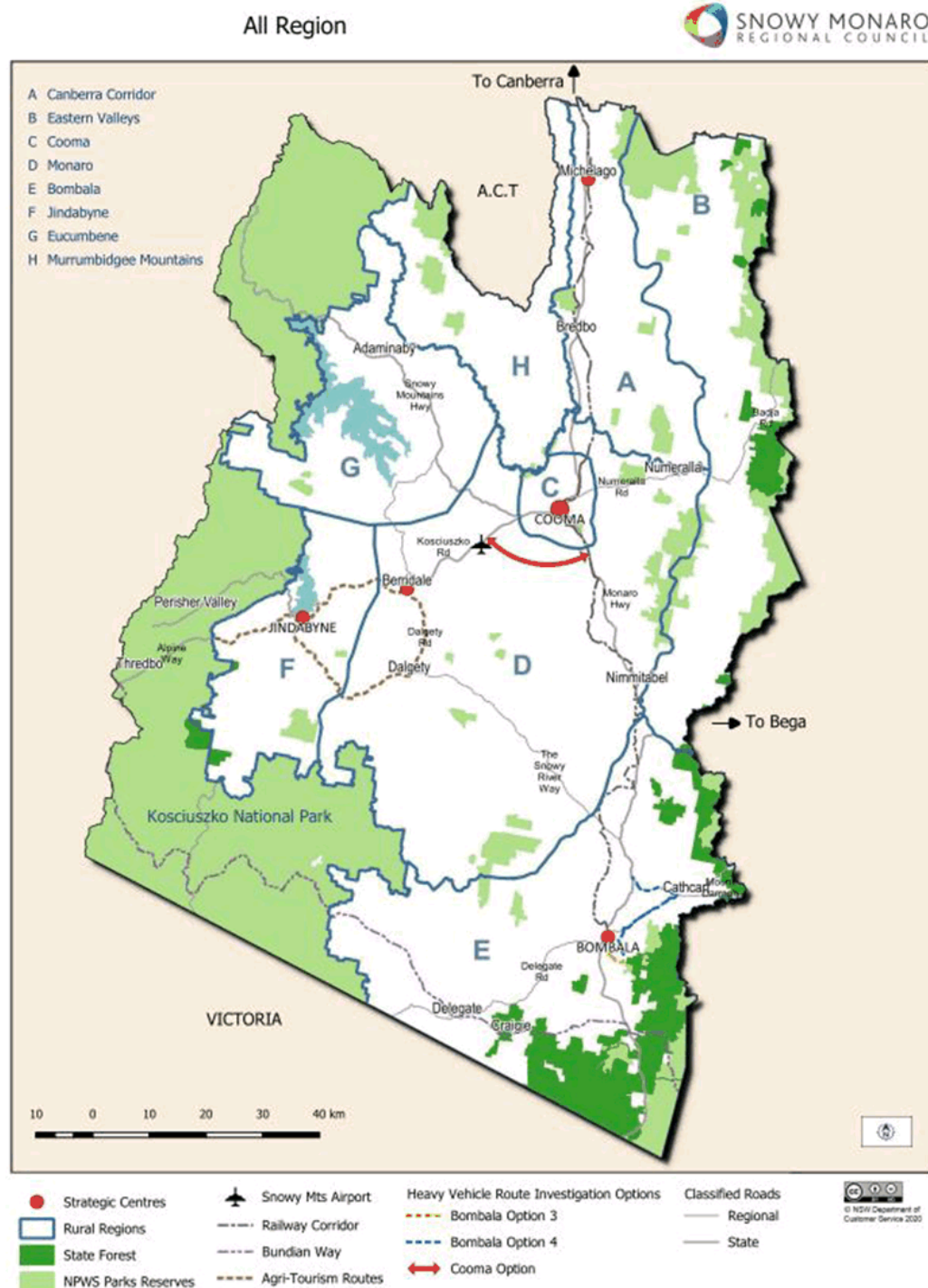
**Berridale** has grown steadily in recent years predominantly of the back of growth in Jindabyne. Berridale's proximity to both Cooma and Jindabyne makes it an attractive place to live. The evidence suggests that as these two centres continue to grow Berridale will also continue to grow. As Berridale grows planning should also support growing its employment base by providing more land for this purpose and providing additional health and retail services.

**Michelago** is currently a village of approximately 500 people. Evidence collected shows there is economic demand for Michelago to grow into a township of several thousand. This was raised in the Snowy Monaro Planning and Land Use Discussion Paper and consultation with the community was broadly supportive of this potential growth. The settlement presents a chance to provide a northern settlement to service surrounding villages and localities as such it is considered appropriate to grow Michelago into the regions fifth township.



The figure below provides a map of the region and significant aspects of the region such as important infrastructure, town study areas (further detail below), high biodiversity values and locally significant agricultural lands.

Figure 17 – Structure Map of Snowy Monaro Region showing agri-tourism routes and heavy vehicle investigation area.





### The Future Cooma

#### **Key defining theme: Business and Services Hub**

##### Local Narrative

Cooma is located in the centre of the Snowy Monaro Region with major highway connections to the Snowy Mountains, South Coast and Canberra. The town rapidly developed around the Snowy Mountains Hydro Electric Scheme project during the 1950s which attracted workers from all over the world creating a culturally diverse and vibrant town.

Development throughout this era also brought a distinct built form and protecting this heritage significance in Cooma while encouraging further change and evolution of the built form is something the local community encourage. Core to this is protecting significant heritage items and precincts such as the Lambie Street Heritage precinct. An important part of Cooma's character is its backdrop of woodland and grassland covered hills. Apart from their environmental significance, the protection of these hills from further development is an important aspect of the enduring landscape character of Cooma.

The future is bright for Cooma with further investment in Snowy Hydro 2.0 to bring jobs, industry and skilled workers to the region. This project has significant potential for Cooma and creating supporting industry to maximise the benefits of the project is vital to the town's economic growth. To maximise benefits from this nationally significant project the Polo Flat industrial precinct should be expanded, upgraded and enhanced.

Cooma was identified as a strategic centre in the South East and Tablelands Regional Plan. Cooma offers retail, administrative, health care and other services to the wider region. Securing Cooma CBD's role as the commercial

core for the region providing higher level commercial and retail services to the wider region is important to the overarching economic health of the region. Cooma is also strategically located along regional transport arteries connecting north, south, east and west connecting cities and the coast to the mountains



*Image, Courtesy of Emma Malcolm*

### Objectives

#### MAINTAIN

- Cooma is to be retained as the dominant service and administration town in the region. Cooma offers essential services to the surrounding towns, villages and rural community as well as passing traffic.
- Clearly identify and protect surrounding High Environmental Value lands by encouraging infill development and controlling further expansion of residential and industrial lands.



- Clearly identify rural residential areas to avoid potential land use conflict with rural areas and protect the fragmentation of agricultural land.

#### ENHANCE

- Cooma's connectivity by providing for active travel and recreational infrastructure which supports the growing town.
- Protect and enhance cultural and built heritage.
- Enhance Cooma's role as the service centre for the region providing a clear commercial hierarchy which provides services to the region.
- Create further tertiary education and employment opportunities which compliment Snowy Hydro, TAFE NSW, Country University Centre, the Australian National University and Sydney University rural and agricultural research. Focus tertiary education and innovative industries in new innovation precinct adjacent to Snowy Hydro and Monaro High School.
- Enhance Cooma's CBD recognising its importance as a key location in the region and improving its permeability for traffic and pedestrians.

#### CHANGE

- Provide additional employment lands to support growth on the back of Snowy 2.0 allowing for growth in the local economy.
- Provide for future suburban land release areas to support growth.
- Provide for flexible planning controls which allow for infill development near the town centre.

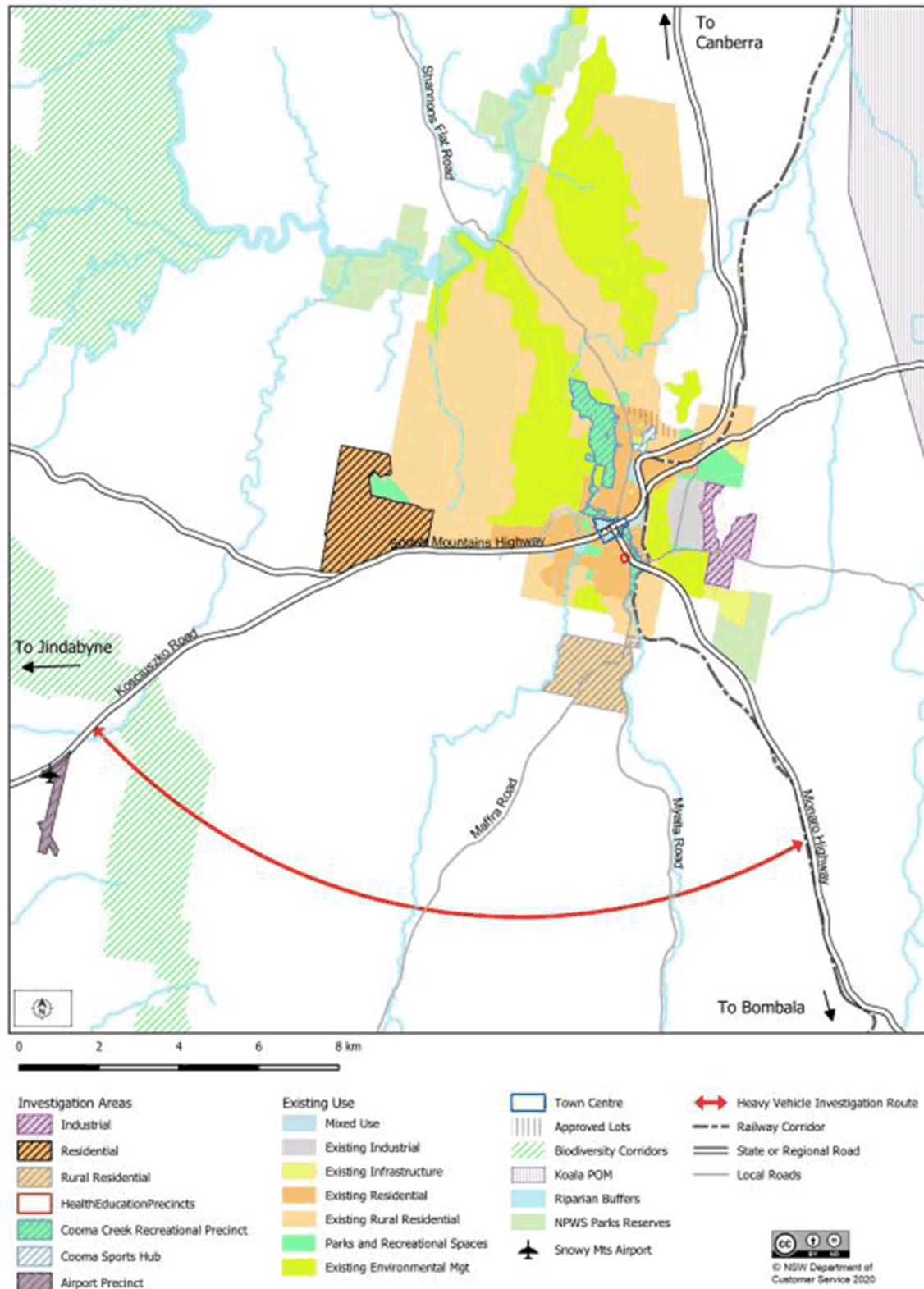
#### Cooma Specific Actions

- 2.4 Council will prepare a detailed plan for the upgrading of Polo Flat in Cooma to encourage further industry investment.
- 2.6 Council will develop a CBD Masterplan for Cooma to provide strategic direction to the town centre of Cooma. The Cooma CBD Masterplan will provide guidance for commercial development in the CBD and provide a plan for creating a vibrant commercial core for the Snowy Monaro Region.
- 2.7 Council will identify key sites or locations in Cooma where new business or industry with a large floor area requirement could locate.
- 6.7 Council will investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale
- 6.8 Council will investigate ways to make the Cooma CBD safe and accessible for pedestrians and more permeable to traffic.
- 7.2 Council will implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.
- 9.3 Council will review the planning controls relating to Heritage Conservation Areas in Cooma.



## Cooma Area

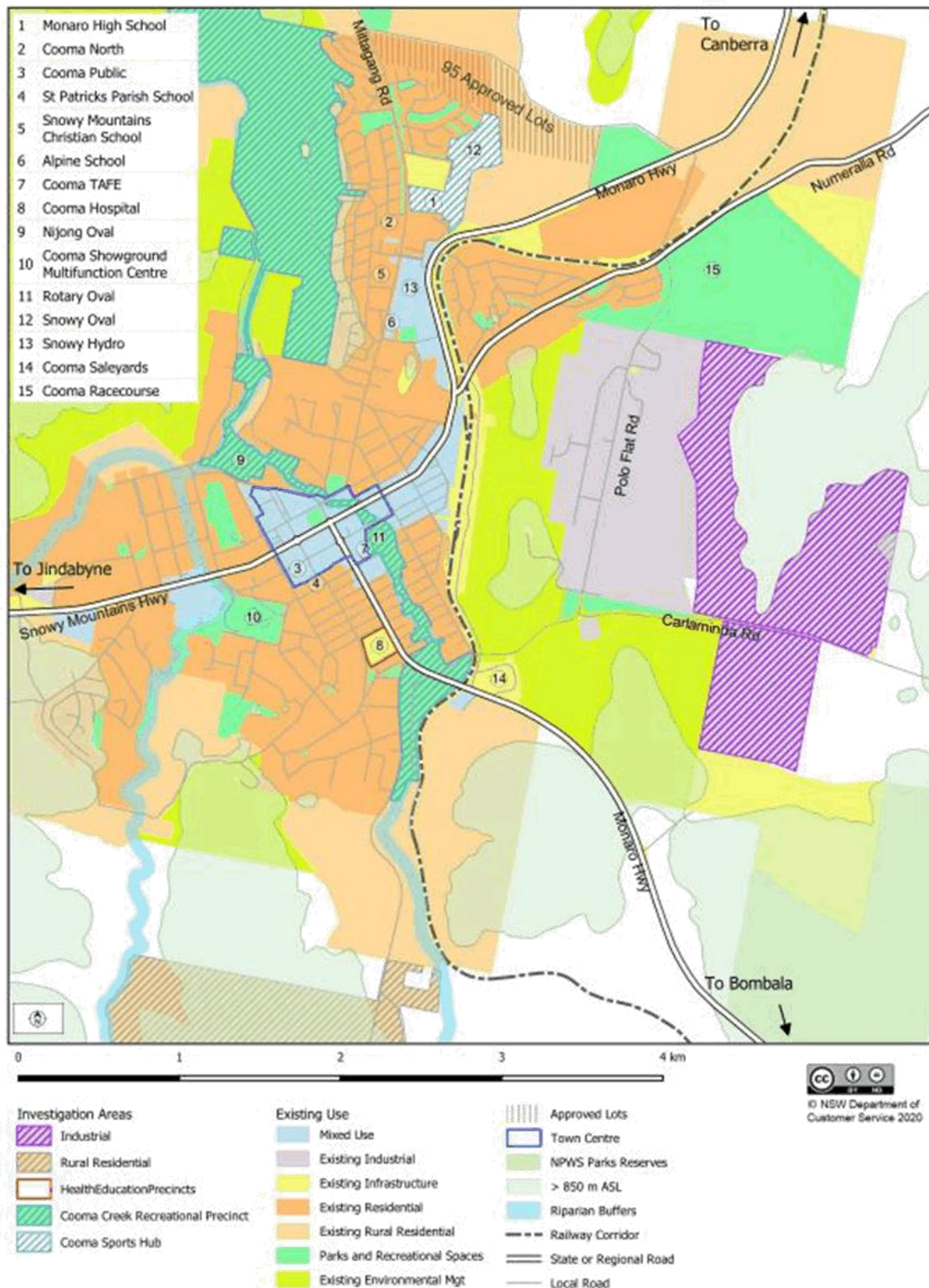
Figure 18 - Cooma Structure Plan (wide view)





## Cooma

Figure 19 - Cooma Structure Plan (close view)





## The Future Jindabyne

### *Key defining theme: Tourism Hub*

#### Local Narrative

Jindabyne is centred on the spectacular Lake Jindabyne created as part of the Snowy Mountains Hydro Electric Scheme in the 1960s which involved the relocation of the town. Since this time Jindabyne has evolved into a thriving town with a deep connection to nature and open space. Recreation and adventure go hand in hand with Jindabyne being Australia's Alpine playground. In recent years Jindabyne's tourism population has begun to swell and put pressure on existing services and this shows no sign of relenting. Therefore, it is important that we plan well for the future of Jindabyne and the growth of tourism in the region, delivering vital infrastructure for the future.

The people of Jindabyne have a strong sense of pride in their town's natural beauty and landscape, and the town's association with its lake, mountains, and seasons are thought to be core components of the town's identity. Locals see Lake Jindabyne and its foreshore as one of the most important and defining features of the town. It serves as an everyday reminder of Jindabyne's history, sustainability, and a source of activities and serenity. Despite this natural beauty, it's a widely shared view that the current lack of cultural and physical connections to Lake Jindabyne is one of the town's biggest challenges. Yet, with this challenge comes great potential.

The future Jindabyne must embrace the lake and recreational nature of this great asset. Connections to Lake Jindabyne are of utmost importance to the community and integrating this with the operations of Snowy Hydro is vital to the town's prosperity. Providing more recreational spaces and facilities around the lake, along with recreational activities on it will help to progress a year round tourism offering for Jindabyne.

Locals and visitors alike recognise the alpine playground of Kosciuszko National Park as one of Jindabyne's defining traits. The community is strongly connected to the sport and recreation activities supported by the landscape and is passionate about celebrating and investing in these opportunities. Jindabyne's natural setting is also important from an economic perspective, as local and regional tourism industries are directly dependent on the environmental assets of the region.

Jindabyne's built environment is in harmony with its natural environment. The low scale of most development respects the undulating landscape and is reflective of Jindabyne's character as a small country town. However, Jindabyne's built form has experienced challenges over the years. Locals feel that planning has been ad hoc, sporadic and not that well planned. Developments in Jindabyne must have greater regard for active transport corridors and should provide more open space to help improve liveability outcomes. New developments should attempt to avoid, minimise, and offset environmental impacts including those related to domestic animals and planning controls should focus on achieving better environmental and liveability outcomes.

#### From Go Jindabyne to Snowy Mountains Special Activation Precinct (SAP)

On 5 November 2018 the NSW Government announced the Go Jindabyne Masterplan that will become an 18-year blueprint to achieve Direction 3 of the South East and Tablelands Regional Plan. The Masterplan will build on Jindabyne's strengths, harness its opportunities and address its challenges to ensure that by 2036 the hub of the Snowies is a place that is even more of a joy for residents to live in and visitors to come to.

The masterplan process has led to the announcement of a Snowy Mountains Special Activation precinct (SAP). The SAP is intended to increase year-round tourism and make the region an unmissable place to visit any season, any time. Benefits offered by the SAP include streamlined planning, government-led developments and a business concierge service which will combine to make it easier for new businesses to set up and for existing organisations to thrive in the region.



## Objectives

### MAINTAIN

- Built form that is respectful, sustainable and enhances the town's alpine and country town character.
- Protect and maintain Jindabyne's high quality public open spaces and local trails that connect the town to surrounding trails in the region.
- Maintain and review planning controls relating to scenic protection areas around Jindabyne.
- Maintain Jindabyne as an accessible and modern community, recreation and education facilities.

### ENHANCE

- Enhance and protect Aboriginal culture and heritage so that it is recognised and celebrated throughout the town.
- Protect and enhance Jindabyne's natural environment which supports year-round tourism and sustainable activities, particularly by enhancing access to Lake Jindabyne and activating its waterfront.
- Enhance connections and services to create an accessible place for people of all ages and abilities, with opportunities for recreation, healthcare and aged care.

### CHANGE

- Create housing choices that are affordable and cater for a variety of household types, and are suitable for local residents, seasonal workers and short-term visitors.
- Better connect Jindabyne, with pedestrian links, cycle routes, transport alternatives, improved road safety, better managed congestion and car parking, which together, enhance mobility around town, access to the mountains and other towns and cities.
- Provide employment lands in appropriate locations, which supports more jobs and a stronger, diversified local economy.
- Create a united, vibrant and safe town centre that is supported by public spaces, mixed uses and walkable streetscapes.

### Jindabyne Specific Actions

- 3.1 Council will work with the NSW Government to alleviate congestion issues in Jindabyne and Kosciuszko National Park (KNP).
- 3.2 Council will review the current and potential use of the Alpine Way KNP access corridor and Smiths Road to ensure that land use planning controls are appropriate to allow tourism activity.
- 3.4 Council will increase year round tourism to Jindabyne and the Snowy Mountains by providing a diverse range of tourism activities.
- 4.5 Council will introduce planning controls which encourage diverse alpine architecture with best practice environmental outcomes in Jindabyne.
- 5.3 Council will consider the final Snowy Mountains Special Activation Precinct and work with the community and NSW Government to deliver diverse housing options for Jindabyne and surrounds.
- 6.6 Council will work with the NSW Government to develop Jindabyne and ski fields Access and Parking Strategy as part of the Snowy Mountains SAP
- 7.4 Council will work with Snowy Hydro to use flood data to inform planning decisions around Lake Jindabyne and Eucumbene.
- 8.3 Council will evaluate infrastructure needs for growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities.
- 8.6 Council will work with DPIE to deliver a Masterplan and the Snowy Mountains Special Activation Precinct that benefits the local community by providing for future infrastructure needs and creates a more prosperous and connected town.
- 11.4 Council will investigate options for domestic animal management for Jindabyne.







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### The Future Bombala

#### *Key defining theme: Rural Industry Hub*

##### Local Narrative

Bombala is a key regional centre which services the south east of the Snowy Monaro Region. Bombala is distinguished by its historical streetscape and its scenic rural landscape on which agriculture drives the local economy. Primary industries, including agriculture and forestry form the base of employment in Bombala and the surrounds.

In recent years, Bombala has experienced significant change including business closures impacting the atmosphere of the town. Maybe Street is the heart of the town and enhancing the amenity of Maybe Street is of significant importance to Bombala. Reducing heavy vehicle traffic through the centre of town and enhancing the heritage significance of the main street will reinforce the character which Bombala offers. Encouraging redevelopment or adaptive re-use of vacant buildings will also help improve the amenity of Maybe Street but also cater for future growth and offer flexibility to a changing retail and commercial sectors.

Bombala is regarded as 'Australia's platypus country' due to the high numbers of platypus found in the pristine rivers and creeks around Bombala. Bombala offers a unique opportunity to see platypus and as such this acts as a major tourist draw card to the region. The nationally renowned Platypus Reserve located approximately 4km south west of Bombala offers an unparalleled experience to see these national treasures.

Bombala has a rich agricultural history which is reflected in the significant heritage buildings in the centre of town. Unfortunately over the years many of these have fallen into disrepair contributing to an overall decline in amenity along Maybe Street. Encouraging the

restoration of heritage buildings and promoting heritage sympathetic development through heritage conservation is key to invigorating Bombala's main street. Integrating the significance of the river with the town centre presents a great opportunity for the future of Bombala as a great place to live work and visit.

Agriculture and forestry are significant industries for the whole Snowy Monaro Region and Bombala is really the engine room of both industries. Potential to capitalise on the employment that these industries offer has not been realised to date and this is due in part to a lack of strategic planning direction for such industry related investment. Expanding the industrial precincts in Bombala and investment in services is a high priority for shaping Bombala over the coming decades.



### Objectives

#### MAINTAIN

- Bombala's role as a service centre for the south east of the Snowy Monaro Region. Bombala offers vital and essential services to the south east of the LGA and to remote villages in the north east of Victoria.
- Bombala's picturesque rural landscape surrounds by controlling visually intrusive developments.

#### ENHANCE

- Enhance the heritage character of Bombala. Encourage the restoration and reuse of heritage buildings through appropriate planning controls.
- Build on the viable primary industries located in and around Bombala. Work with government agencies and the private sector to encourage the growth of the forestry and timber industry. Provide appropriate land use controls to promote agricultural production and enterprise.
- The connections between the River and Maybe Street.
- Promote the tourism products as part of an all year regional tourism offering.

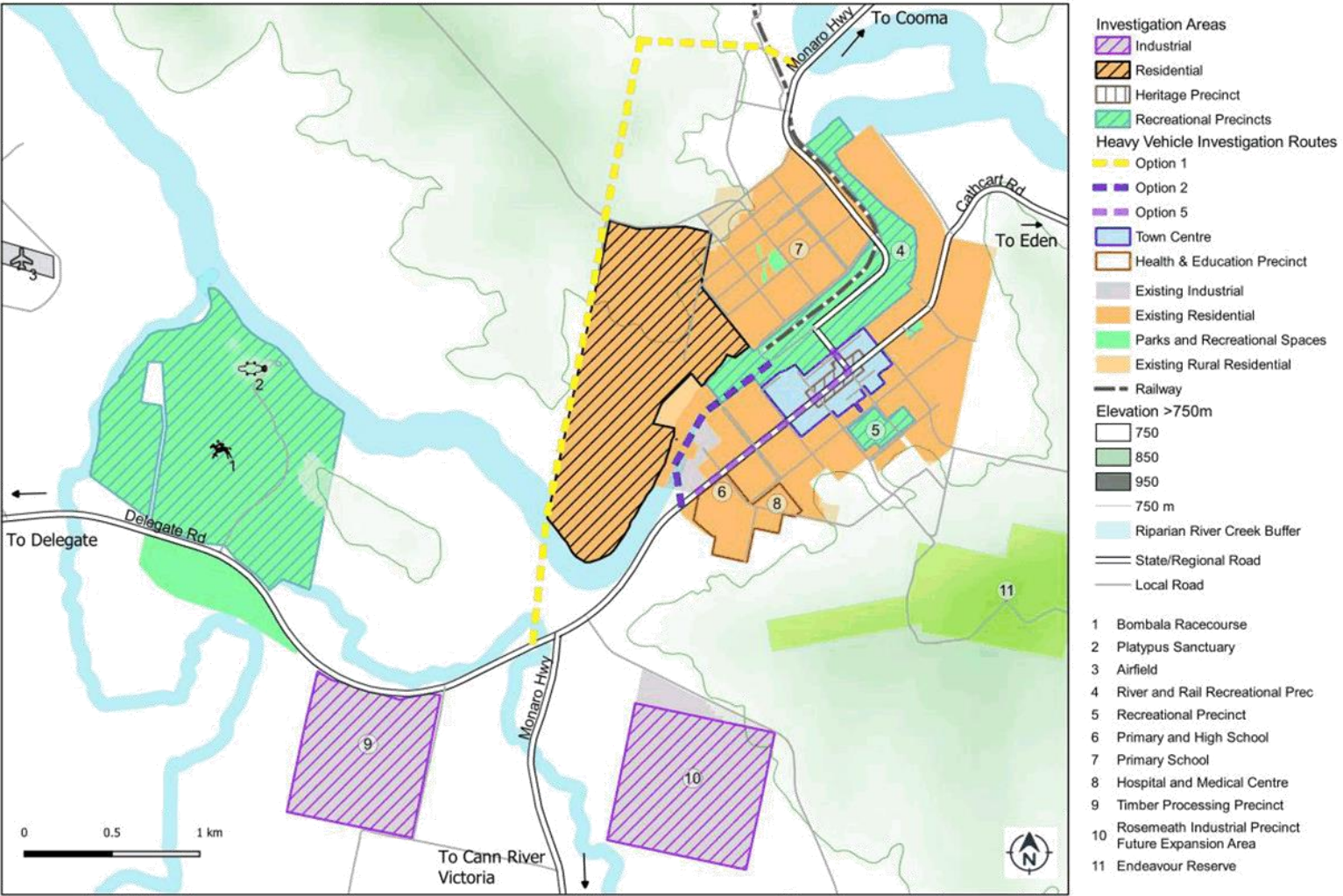
### Bombala Specific Actions

- 6.4 Council will investigate and support the re-use of the Bombala Rail Way Line.
- 6.7 Council will investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale
- 6.9 Council will upgrade amenity of Maybe Street.
- 7.2 Implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.
- 9.2 Council will review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.
- 9.6 Council will implement a Heritage Conservation Area (HCA) over Maybe Street in line with Heritage Study.



Bombala

Figure 21 – Bombala Structure Plan





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### The Future Berridale

#### *Key defining theme: A Rural Lifestyle*

##### Local Narrative

'The Heart of the Snowies' Berridale is a town of 1,197 people (ABS, 2016) located approximately half way between Jindabyne and Cooma offering access to the services of both towns within a short commute. In recent years as property prices in Jindabyne have rapidly increased the population in Berridale has surged in part due to its more affordable housing model.

Over the past decade Berridale has grown from a rural village into a regional town. As Berridale continues to grow, it is anticipated that the population will require the retail, health, education and community services of a regional town.

Berridale's poplars are a prominent feature lining the highway through town. Berridale is characterised by attractive residential streetscapes and disjointed commercial development centred on highway services. In more residential areas consistent street setbacks, established street trees, a variety of architectural types and a mix of densities add to Berridale's character. Berridale is of a size that is easily walkable and existing trails and open spaces are well connected.

While Berridale has grown in a reasonably structured manner, ensuring a clearer delineation between land uses will avoid land use conflict and encourage investment in the future. This may include the transition from a village zone to more specific zoning based on the land uses that the community seek to promote in certain areas.

Ribbon development to a certain extent has begun to occur along Jindabyne Road in Berridale creating disjointed commercial development. This is likely to become an

increasing concern into the future if not addressed by planning and land use controls. It would be worthwhile to use land use zones to define a clear commercial precinct as Berridale's Town Centre to avoid unplanned ribbon development occurring in the future.

Berridale is surrounded by agricultural land which contributes significantly to the region's productivity predominantly based on relatively high soil fertility. Berridale receives a high number of tourists travelling through on an annual basis accessing various tourist destinations throughout the region. There is potential to combine these two industries particularly coupled with a Berridale – Dalgety – Jindabyne tourist drive loop which could promote value add agricultural production.



### Objectives

#### MAINTAIN

- Berridale's leafy residential streets, mix of housing types and styles.
- Protect surrounding higher quality agricultural land.

#### ENHANCE

- Existing commercial area on highway with beautification and landscaping.
- Trails and open spaces to improve connectivity between the existing commercial precinct and the rest of the town.
- Protect and enhance cultural and built heritage.

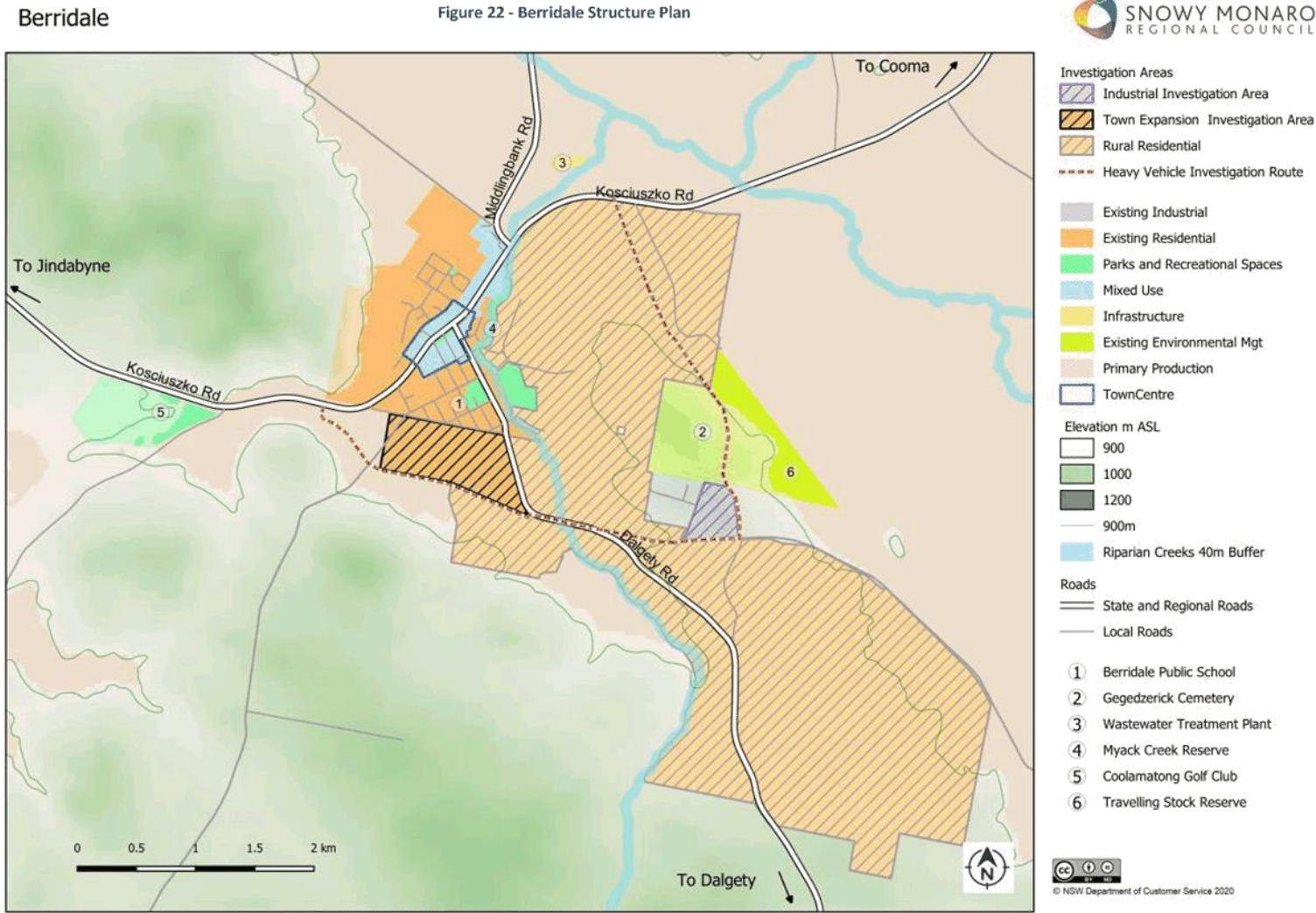
#### CHANGE

- Reinforce Berridale's growth towards an established regional town by considering a more structured approach to zoning of Berridale, especially around a commercial core
- Future growth of Berridale as an affordable alternative to Jindabyne in terms of short term accommodation and residential housing.
- Reduce R5 zone to a more suitable area with an appropriate minimum lot size
- Infill development must be sympathetic to heritage significance of much of Jindabyne Road and adjacent heritage items.
- Planning controls should encourage flexible agri-tourism type uses. This may involve a change to the standard instrument Local Environmental Plan to allow for more tourist related uses.

### Berridale Specific Actions

- 2.8 Council will investigate options for Berridale highway services centre road reserve to improve amenity and aesthetics in the Settlements Strategy.
- 4.6 Council will review zone structure for Berridale town and surrounding growth possibilities.
- 6.7 Investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale.
- 7.2 Implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.
- 8.3 Council will evaluate infrastructure needs for growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities.
- 8.6 Council will work with electricity providers to investigate the most effective means of increasing system capacity in Berridale.
- 8.7 Council will investigate upgrade options for Berridale's sewerage treatment plant for anticipated growth levels.







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### The Future Michelago

**Key defining theme: Leadership in Sustainability and Innovation**

#### Local Narrative

Michelago is a village located approximately 50km south of Canberra and 60km north of Cooma. Michelago is heavily influenced by Canberra with many residents choosing to live in Michelago for a rural lifestyle in close proximity to the services and employment in Canberra. High underlying land values and a strong demand for a rural residential product has resulted in development pressures.

Michelago has an active community who enjoy the rural village nature of Michelago and the scenic views which it offers. The Michelago community do not want to see development which will negatively impact their standard of living although many residents would like to see an increase in service provision within the village itself.

Michelago could develop into a small town of a few thousand people or it could stay as a small rural village of a few hundred people. There may be many opportunities which could occur from a growing Michelago, the rail line (if re-opened) could provide a sustainable link to Canberra and the opportunity to grow Michelago in a transit orientated manner with a variety of densities.

The South East and Tablelands Plan advises against growing villages in close proximity to Canberra due to the limited benefits it will have when compared with the significant costs involved. This is a serious concern which needs to be addressed. Development for the sake of development should be avoided and the long term legacy impacts of any development must be considered.

Michelago's character is centred on being a rural village surrounded by a picturesque rural landscape. However over the years the rural

production of this northern section of the region has dwindled. This fall in production value of the agricultural land has been attributed predominantly to the spread of weeds in particular African lovegrass across the area. Increasing the productivity of the agricultural land around Michelago is vital to maintaining its character; this can only be achieved through the removal of African Lovegrass across the area or by implementing new and innovative agricultural practices.

Planning controls are limited in how they can eradicate a weed infestation but in many ways land use planning does play a significant role promoting sustainable lot sizes and viable industry types that can 'fight back'. To make lasting change a whole of Council approach with assistance from State and Commonwealth Governments is required. The strategic planning for the North of Snowy Monaro cannot ignore this issue though and setting weed management as a planning priority and utilising planning controls which allow for more sustainable management practices have to be core to a planning direction for the area.



### Objectives

#### MAINTAIN

- Maintain the village character in the growing township.
- Protect the built and cultural heritage of Michelago.
- Protect trees and allow for deeper root planting through planning controls.
- Maintain large lot sizes within and close to the existing village.

#### ENHANCE

- Protect and enhance the scenic and rural nature of Michelago's landscape.
- Protect the surrounding rural landscape and scenic views to the 'Tinderry's'.
- Provide for zoning and planning controls that promote protection of the rural landscape.
- Protect ridgelines through appropriate use of land use planning.

#### CHANGE

- Create a sustainable, innovative and vibrant Michelago.
- Promote environmentally sustainable development through planning controls.
- Provide for flexibility in zoning controls that promotes additional service provision in Michelago.
- Encourage innovative industries to support Michelago's unique environment and progressive nature.
- Provide for recreation facilities and other community facilities that promote social cohesion and create a strong sense of community.
- Protect water quality through appropriate planning of the Michelago Creek and Murrumbidgee River.

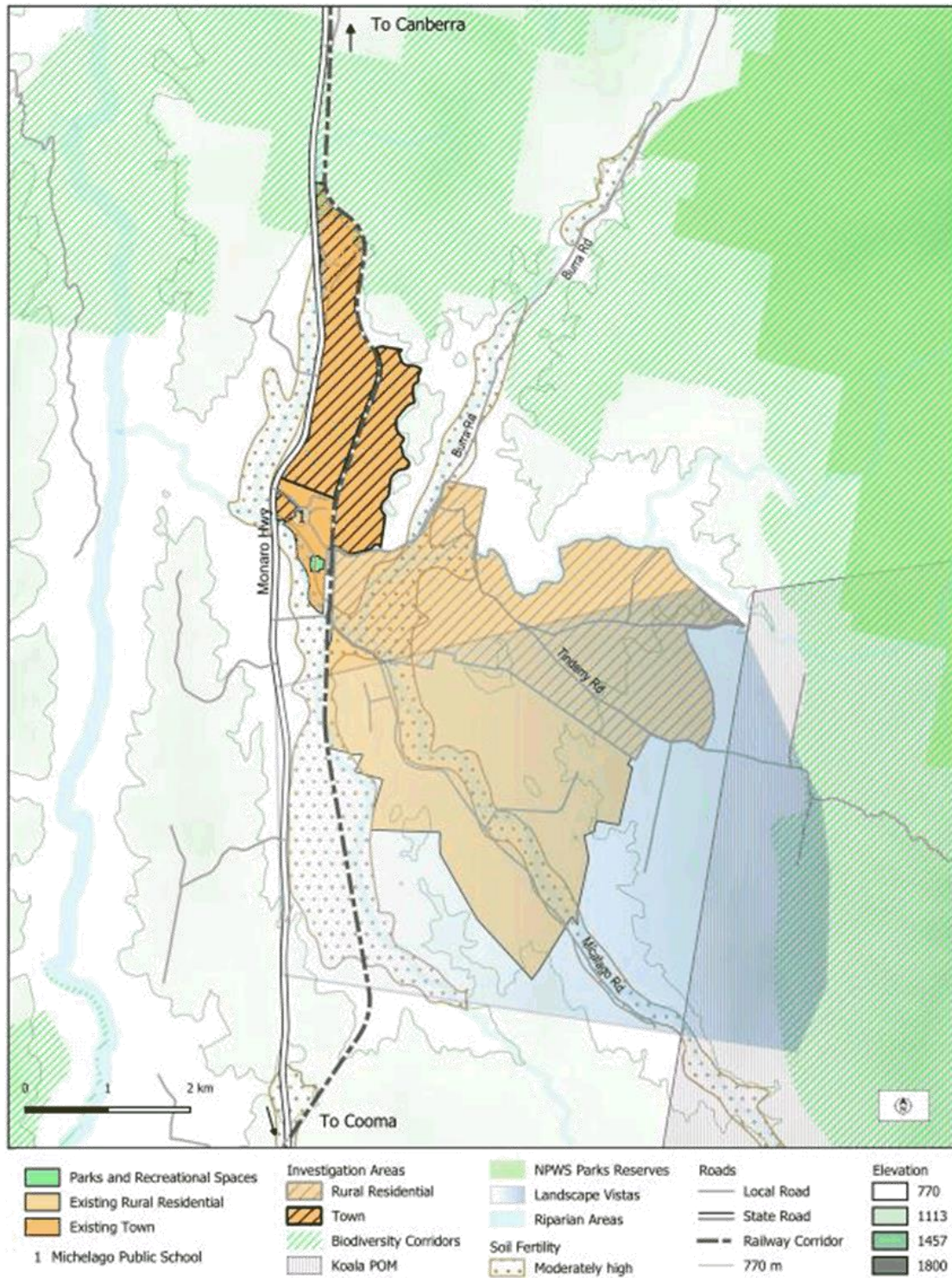
### Michelago Specific Actions

- 4.7 Council will develop a Structure Plan for Michelago to provide forward planning and strategic direction for its growth.
- 7.2 Council will implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.
- 8.2 Council will undertake a water and wastewater options study for Michelago



## Michelago

Figure 23 Michelago Structure Plan



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### The Village feel

#### Adaminaby

*Image: Old Adaminaby, Courtesy of Laurie Owens*

#### Character Statement

'Big Trout Country' is centred on Adaminaby a small town located in the Eucumbene sub region of the Snowy Monaro surrounded by core recreational infrastructure much of which is focused on fishing and related activities. Adaminaby is in close proximity of Eucumbene and Tantangara basins which are popular with fishers. Adaminaby services nearby tourist villages of Old Adaminaby and Anglers Reach along with the surrounding rural land.

The key employment sectors for Adaminaby are agriculture and tourism. The tourism in the area predominantly revolves around recreational activities such as fishing, bush walking, water and in winter snow sports. Selwyn Snow Resort is the main snow sports facility in the area which is approximately 40 minutes from Adaminaby.

Adaminaby has a strong village structure with a clear residential area surrounding the local shops and a strip of open space fronting the highway allowing for a soft interface while also mitigating some traffic noise. The built form of Adaminaby is varied with many buildings built out of cheap lightweight materials creating a lacklustre urban form. Sanctuary Drive is located south of the highway disconnected from the rest of the town and provides for rural residential type living and some industrial operations, creating potential land use conflict.

Adaminaby could benefit from more formalised zoning and particularly a formalised industrial precinct to help mitigate potential future land use conflicts arising.

An Industrial precinct in Adaminaby may also help the town capitalise on the opportunities from Snowy Hydro when they arise and potentially better connection to Canberra via Bobyeen Road. A sealed Bobeyan Road would likely offer an increased tourism opportunities generated by tourists visiting from Canberra.

#### Maintain enhance and change

- Maintain and protect viability of surrounding agricultural land.
- Enhance connections to Canberra and the surrounding region.
- Provide employment lands in well planned areas which minimise land use conflict to capitalise on Snowy 2.0 and other enterprises.
- Provide well planned and consistent rural residential areas which limit land use conflict and protect productive agricultural land and biodiversity values.



### Old Adaminaby & Anglers Reach

#### Character Statement

Old Adaminaby was partially flooded by the creation of Lake Eucumbene however part of the town remained above the water line making it the historic centre of the sub-region. While Adaminaby was moved to higher ground prior to the Eucumbene River being dammed the remnants of the old town remained on the foreshore of the lake. Old Adaminaby has since evolved into a popular tourist location particularly for recreational fishing with tourist operations and tourist and visitor accommodation. Old Adaminaby contains a number of items of historical significance including Denison Cottage, Adaminaby Methodist Church and the Old Adaminaby Caravan Park. Old Adaminaby is serviced by Adaminaby which is approximately 9km away.

Similar to Old Adaminaby, Anglers Reach is also a tourist village on the banks of Lake Eucumbene. Anglers Reach offers tourist and visitor accommodation for recreational activities including fishing and also offers a winter accommodation option for those frequenting Mt Selwyn Snow Resort. Anglers Reach is serviced by Adaminaby which is approximately 13km away.

#### Objectives

##### *Maintain and enhance*

- Maintain the unique and scenic nature of these villages
- Enhance tourism opportunities and enterprises all year round

### Bibbenluke

#### Character Statement

Bibbenluke is a small village to the north of Bombala and has a population of approximately 87 people (ABS, 2016). While the village is located on the Bombala River, the village centre is located away from the river with a couple of private land holdings surrounding the river corridor. The village does not have reticulated services nor does it have any retail services within the village.

Bibbenluke has a rural village feel with large lots and roads with no curb and gutter. There are some community facilities in Bibbenluke including a community hall, fire shed and public school, although low enrolments has led to the decline of education services. The predominant industry surrounding the village is agriculture based; Bibbenluke is predominantly serviced by Bombala with Cooma, Bega and Canberra providing higher order services.

#### Objectives

- Maintain the surrounding rural landscape and agricultural productivity of the rural lands surrounds of Bibbenluke.
- Maintain and restore items of heritage significance in and around the village of Bibbenluke.



## Bredbo

### Character Statement

Bredbo is a village located on the Monaro Highway between Cooma and Michelago. Bredbo is nestled in the rural landscape on the banks of the Bredbo and Murrumbidgee River. Bredbo is characterised as the Village of the Poplar due to a number of the trees being located in and around the village. The Poplars line the Monaro Highway on entrance to the village forming an important gateway.

Bredbo has a clear grid road lay out with the railway and highway located to the east of the village and the residential parts mostly nestled to the west between the transport corridor and the Murrumbidgee River. Bredbo's commercial and retail activity is focused on the Monaro Highway between vacant and residential allotments. The village zoning provides an organic nature to the village allowing flexibility as it grows.

The rivers are a significant asset to the village however the village structure currently does not allow for them to be fully utilised by residents and visitors alike. The development of a river walk would be a significant feature attractor to new residents.

Bredbo's surrounding agricultural land has been significantly impacted by the spread of African Lovegrass leading to a reduction in the regions agricultural productivity and landscape amenity.

Another consideration for Bredbo is the impact of the railway line (should it become operational again). This could stimulate a great demand for growth particularly if commuter rail services are provided to Canberra giving an alternative to driving. Alternatively, a rail trail would also offer many tourism opportunities with the likely need for accommodation options in Bredbo to service passing visitors. Land use controls could be utilised for commercial operations between the railway and the Monaro Highway to link the village to the trail.

### Objectives

#### *Maintain and enhance*

- Maintain the clear structure of Bredbo's road layout. Retain the core residential area to the west of the highway.
- Enhance the recreational and amenity values of Bredbo through public realm improvements around the river and along the highway.
- Restore agricultural productivity of surrounding industrial land by combatting invasive weeds.

## Cathcart

### Character Statement

Cathcart is a small village approximately 16km north of Bombala. The village has a rich forestry and agricultural history and is serviced by the township of Bombala. Cathcart has a number of items of historic significance which contribute strongly to the village's character. The rural landscape along with dense surrounding vegetation creates a picturesque setting. Maintaining the heritage and agricultural connections of the village are vital to it maintaining its rural village character. Cathcart is approximately 1 hour from drive from Merimbula via Mount Darragh Road. Merimbula offers higher level services and recreational activities.

At its peak Cathcart boasted three hotels, three churches, sporting facilities, a racecourse/showground, saleyards, post office, school and police station. The village grew significantly from its establishment in 1857 to the early 20<sup>th</sup> century, the establishment of a sawmill in 1865 and the growth of the dairy farm industry including a butter factory in 1895 saw the village grow to approximately 300 people.

From the mid-20<sup>th</sup> century Cathcart experienced significant decline and the village fell on hard times. Since then Cathcart has established itself as a quaint village with a



significant surrounding agricultural industry focused on cattle grazing. The village is dependent on Bombala for services and would benefit from further service and employment growth in Bombala.



*Image from Bombala Shire Area Heritage Study 2018*

### Objectives

#### Maintain

- Protect items of heritage significance such as the Cathcart War Memorial Hall.
- Maintain surrounding rural landscape and productivity of surrounding rural industries.

### Dalgety

#### Character Statement

Dalgety is a small village of approximately 205 People (ABS, 2016). Dalgety sits 15 minutes south of Berridale, 30 minute drive from Jindabyne and 40 minutes from Cooma. There is little commercial activity in Dalgety and as such it relies on these three centres for services.

Dalgety is a significant historical settlement on the banks of the mighty Snowy River. The village is surrounded by productive agricultural land which creates a picturesque rural landscape, popular with tourists. The Village is characterised by its setting in a rural landscape and has the Snowy River at its focal point with many recreational facilities adjacent. The village possess a number of significant heritage items including the Dalgety Bridge and Buckley's Crossing Hotel

which have been well maintained over the years. The village has a typically rural feel with small country cottage type homes on large lots with substantial setbacks and roads without kerb and gutter.

Dalgety similar to many other small regional villages has an ageing population; the median age in Dalgety is 53 years. This is an important planning consideration and the type of housing provision needs to be considered to enable the population to age in place. Ageing population similar to young demographics like a diverse housing market to choose from smaller housing closer to services becomes more attractive as less maintenance is required.



*Image: Snowy River crossing Dalgety, courtesy of Jillian Graham*

### Objectives

#### Maintain and Enhance

- Maintain the surrounding picturesque rural landscape and enhance agricultural productivity by increasing value add opportunities from tourism.
- Encourage agricultural enterprises particularly relating to agri-tourism.
- Protect and restore heritage values and significant heritage items.



## Delegate

### Character Statement

Delegate is a scenic and historic town close to the New South Wales and Victoria border approximately 30 km south-west of Bombala. The town is located on the Delegate River which has always provided a vital resource to the town, never running dry. Delegate has a significant story and this is reflected in the heritage buildings which creates a vibrant and picturesque community feel.

The population of Delegate is approximately 351 people (ABS, 2016) making it the second largest settlement in the former Bombala Shire Council area. The township Delegate is serviced by reticulated water and waste water and also provides a number of social and commercial services to the surrounding rural lands and villages including a number in north east Victoria. This makes Delegate a significant service hub for a number of rural and remote communities.

Delegate is the only settlement located on the historic Bundian Way route, the oldest still active track dating back tens of thousands of years (Tan, 2015). The track is 265 km long and connects Targagal Australia's highest peak to Bilgalera (Fisheries Beach) in Tullemuller (Twofold Bay) on the South Coast of NSW (Eden Aboriginal Land Council, 2019). Predating the Silk Road, the Bundian Way dates back more than 40,000 years (Tan, 2015).

While Delegate has a great history and

passionate community, unfortunately the town is experiencing a number of challenges. Approximately 40% of households in Delegate are classed as 'low income households'. The population of Delegate is ageing with the median age 58 and in the surrounding rural locality the median age is 61. This ageing population makes health services and transport vital to the Delegate community. Delegate does have a multipurpose health facility, further health services will be needed to help meet these challenges into the future.

Delegate is characterised by its rural surrounds and river setting. The town has pleasant streetscapes with a variety of established street trees. There are a number of significant heritage buildings with consistent setbacks in the centre of town and newer dwellings on the streets further back with larger land sizes and setbacks.

Community consultation held in Delegate indicated that public and community transport along with health services are of utmost importance to the community which as it ages has potential to become significantly isolated. Concerns were also raised regarding the encroachment of plantation forests into significant agricultural lands noting both industries are large employers in the area.

Delegate is a very scenic town surrounded by multiple national parks making it an attractive location for tourism and 'tree changers'. In the era of the 'grey nomads' tourism is a significant opportunity for Delegate and capitalising on its proximity to surrounding

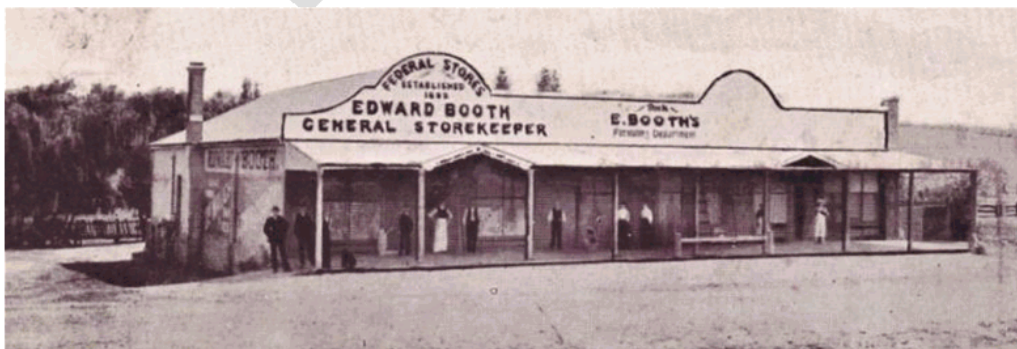


Image from – Draft Delegate Main Street Heritage Study



popular tourist destinations such as national parks is an important consideration.

#### Heritage

Delegate has a number of historically significant buildings, the village was established in the 1820's and grew into a significant farming community. The Bombala Shire Heritage Study recommended the creation of a heritage conservation area over the main street of Delegate to preserve the heritage significance of the village. Heritage conservation areas provide controls for new buildings to be in-keeping with current streetscape and to not detract from the heritage significance of the area.

The inclusion of a heritage conservation area along the main street along with the listing of a number of locally significant heritage items will help safe guard Delegate's heritage into the future. These controls will help encourage restoration and sympathetic designs to keep the historical character. This potentially also opens up potential grant funding sources which previously have not been obtainable for many of these properties and encourage investment in Delegate.

#### Objectives

##### Maintain and Enhance

- Maintain and enhance items of heritage significance through encouraging restoration, sympathetic development and adaptive reuse of heritage items.
- Enhance our understanding of the significance of the Delegate area to the first Australians and help work with local indigenous communities to restore the Bundian Way.
- Maintain the surrounding rural landscape and rural character of Delegate.

#### Nimmitabel

##### Character Statement



*Image: Nimmitabel Mill, courtesy of Vickie Pollard*

Nimmitabel is a village between Cooma and Bombala with a small but well established community and a rich history. Nimmitabel is a very historic town with many heritage items still intact and well maintained.

Nimmitabel has both a reticulated water supply and sewerage system. Its water supply has been hampered in the past by low rains and hot conditions, but the construction of the Pigring Creek Dam south of the town has alleviated many of the water supply issues for the town. The village and surrounds in 2016 had a population of 318 people and a total of 190 dwellings.

Nimmitabel has a rural village feel provided by its rural landscape surrounds, properties on large lots, large setbacks from street and neighbouring dwellings. The heritage nature of Nimmitabel is significant offering a large cluster of significant heritage in the centre of the village.



A strategic asset of Nimmitabel is its location for convenient access to both the Bombala region and the Far South Coast, being accessible via the Monaro and the Snowy Mountains Highways. It is also located on the Far South Coast route from Canberra/Queanbeyan and as such can capitalise on passing tourist trade, particularly in the summer months. Although some services are available within Nimmitabel, Cooma provides higher order services within a short commute.

### Objectives

#### *Maintain and enhance*

- Maximise the amenity of the village, and an emphasis on the preservation of heritage buildings and a heritage theme, particularly along the main street.
- Protect the surrounding rural landscape from visually intrusive development.
- Encourage agricultural enterprises on strategically important agricultural land which surrounds the village.

## Numeralla

### Character Statement

Numeralla village and surrounds has a relatively small population and no specific commercial or retail uses. There is a strong close knit community present and the surrounds to the village offer some outstanding vistas and a thoroughly 'bushy' feel. The presence of the Numeralla River alongside the village contributes to a sense of 'place' and village identity. Many residents of Numeralla work in Cooma and rely on it closely for business and services. As such there is a close relationship between the two settlements, such that in a general sense what is good for Cooma would typically be good for Numeralla. The village lies on a regional road between Cooma and Braidwood.

Numeralla is surrounded by a distinct and well vegetated rural landscape which is home to a significant Koala Population. The natural landscape surrounding Numeralla is high in biodiversity values. Numeralla is characterised by its rural and remote feel, created by surrounding vegetation and large lots. Numeralla focuses on its connections to the Numeralla and Big Badja River which creates a valley type landscape.

### Objectives

- Protect and preserve the rural landscape and biodiversity values they hold.
- Maintain the village character through maintaining surrounding vegetation and large residential allotments with rural style setbacks.
- Protect surrounding environmental and biodiversity values including a significant Koala Population.



### Kalkite

Kalkite is a unique village located on the northern banks of Lake Jindabyne. It is a small and quiet village located less than 10mins from Kosciuszko road and approximately 20minute drive to Jindabyne town centre, the closest service centre. Kalkite has no specific retail or commercial uses relying heavily on Jindabyne for services.

Kalkite is focused on connectivity to the lake which also forms its focal point with Taylors Creek Arm of the lake forming an inlet in the centre of the village. A lack of fences enhances the streetscape and reticulated services allow for smaller urban scale allotments.

Extension of trails and recreational facilities connecting Jindabyne and Kalkite could increase tourism and potentially support some small scale retail or commercial activity to support mountain biking or bush walking. Better utilisation of the lake particularly in summer months could also be explored to increase tourism in the area.

### Objectives

- Maintain Kalkite's quiet and relaxed rural lifestyle and atmosphere.
- Enhance connections to Lake Jindabyne and enhance recreational activities and infrastructure.
- Provide recreational connections to encourage all year round tourism in the region.

### The Village Feel Actions

- 4.3 Council will prepare a Settlements Strategy that provides planning direction for the unique towns and villages of the region utilising the planning priorities and objectives identified in this document.
- 4.9 Council will prepare site specific development control plan chapters to enhance and maintain the unique character of the Snowy Monaro Villages.
- 8.8 Council will investigate potable water options for Old Adaminaby.
- 9.2 Council will review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.
- 9.5 Council will work with Eden Aboriginal Land Council and Delegate Progress Association to progress the Bundian Way project.
- 9.7 Council will implement a HCA over the main street of Delegate to maintain the heritage character of the town.
- 9.8 Council will review heritage controls in Nimmitabel to ensure they promote coherent development sympathetic to the heritage significance. Also encourage the restoration and adaptive reuse of heritage items.









### Rural Lands

Snowy Monaro Regional Council recognises the value of agriculture for growing food and fibre for domestic and international markets. Agriculture, Forestry and Fishing is a significant industry sector, employing 12.4% of the population and contributing \$300million (.idCommunity, 2020) to the local economy. Council is concerned about the potential loss or impaired use of agricultural land as the industry is an important contributor to Snowy Monaro Council's economy and communities.

It is acknowledged that rural lands not only support the creation of food and fibre but also provides for recreation, cultural values, spiritual links, scenery and biodiversity.

The majority of land throughout the region is rural land; it brings employment and stimulates the economy. It is also critical in preserving the unique environment and landscape that the region is renowned for. As a result it is important for Council to get rural land use planning right. There are a number of different issues with the planning controls as they currently stand. The preparation of a new land use strategy and eventually a new Local Environmental Plan necessitated by the Council merger present an opportunity to re-evaluate approaches to rural land use throughout the region. Some key issues revolve around an appropriate minimum lot size, what is primary production farming land, lot averaging provisions and preserving the rural landscape.

Areas which are most suitable for agricultural production must be identified and protected as the important production lands they are.

South East and Tablelands Regional Plan direction 8 is to protect important agricultural land. The Regional Plan states (NSW Government - Department of Planning and Environment, 2017);

*"Important agricultural land will be mapped to guide planning decisions, local environmental plans and infrastructure investment, and to provide information on important agricultural industries and resources. They may include biophysical attributes and socio-economic data."*

Significant threats to agricultural production in the Snowy Monaro Region include climate change, weeds and pest animals. Climate change is leading to higher average temperatures and less consistent rainfall leading to more extreme drought events exacerbated by the Monaro rain shadow. Invasive weeds particularly the spread of African Lovegrass and Serrated Tussock has led to a reduction in productivity of agricultural land particularly in the north of the region. The continued spread of weeds is of significant concern and further action is required to protect agricultural supply and production. Pest animals are of increasing concern, many exist across the region including feral dogs, deer and horses which can lead to loss of livestock and significantly diminished yield, better regional management practice are required to address this issue.

The NSW Government Department of Primary Industry is currently undertaking agricultural lands mapping for the region with the intent of identifying the most productive agricultural



land (Department of Primary Industries, 2017). This will be a useful tool for Council to protect prime agricultural land through planning controls such as zoning and minimum lot size.

Figure 24 significant role the South East Region plays in State agricultural production



(NSW Government - Department of Planning and Environment, 2017)

**Murrumbidgee Mountains** is the area located north of the Murrumbidgee River. This area possesses a number of sub landscapes while providing relatively high biodiversity values. The area hugs the ACT border and has many areas of high biodiversity values and corridors connecting to and from the Namadgi National Park. The north of the area is home to the rural residential community of Smiths Road which is only accessible within the ACT. Smith's Road is mostly located on a cleared plateau between the Murrumbidgee River and the Namadgi National Park. The northern part of Smiths Road is currently in keeping with an environmental living type character. Land zoning and minimum lot size could be amended to reflect this taking into account biodiversity values, bushfire risk, access and ground water vulnerability. Council will

continue to work with the ACT Government to improve access to the Smiths Road area.

The area south of the Smiths Road community is steep and densely vegetated with high environmental values. Further South is the rural locality of Shannons flat which holds some peri agricultural land sparsely located between more densely vegetated areas.

Following the Murrumbidgee River northwest you head into the picturesque Yaouk Valley which provides a significant scenic landscape amongst some productive agricultural land.

The **Canberra Corridor** area possesses a picturesque rural valley landscape with large mountain ranges framing the views. The land also provides convenient access to Canberra via the Monaro highway, this has led to higher land values from people seeking a rural lifestyle in close proximity to Canberra. At the same time the agricultural industry in this area has been decimated by weeds including African Lovegrass which has impacted the productivity of the area. Proximity to Canberra and Canberra Airport may be attractive to new agricultural production in the area such as intensive horticulture. This will need to be sympathetic to the landscape in areas of lower scenic value.

**Eastern Valleys** is an area wedged between the high biodiversity values of the Tinderry Mountain Range and the escarpment to the



South Coast. The northern end of this area falls with Canberra's drinking water catchment which does impose constraints to development. The area offers relatively productive agricultural lands with reasonable soil quality and higher rainfalls than most of the Snowy Monaro. The area includes the rural localities of Anembo, Peak view and Kybean and is relatively isolated with limited connections to major highways. The area should be reinforced as an important primary production section of the region and connections should be enhanced to encourage agricultural enterprises.

**Jindabyne's** rural landscape is an elevated, undulating patchwork of Tablelands Snow Gum Grassy Woodland and natural temperate grasses interspersed with cleared land sown to pasture. Due to the physical constraints of the area, including climate, soil quality and topography much of the land is not suitable for cultivation and therefore the grazing of livestock dominates the rural land use. The majority of properties do not exceed and 250 hectares. Land suitable for agriculture is limited by significant biodiversity values with the area surrounded by Kosciusko National Park on three sides.

Given the primary economic driver within this area is tourism and the shifting nature of agriculture, such as diminishing farm sizes and the motivation of owning rural land, it is considered that agri-tourism and agricultural diversification is to be encouraged.

The **Eucumbene** sub region are characterised by rolling undulating hills in the main and is rugged and hilly in the north and west of this area. Much of the Adaminaby/Eucumbene area have been previously cleared for agricultural production and now generally supports the grazing of livestock. Scattered vegetation is limited to ridgelines and steeper land. The Murrumbidgee River is an important feature of the rural landscape with adjacent river flats supporting some areas of higher

value irrigated crops. Property sizes generally exceed 400 hectares in size.

A 5km radius surrounding Adaminaby is currently zoned R5 under the Snowy River Local Environmental Plan. There is an opportunity to review this arrangement to protect productive agricultural land and biodiversity values while limiting land use conflicts.

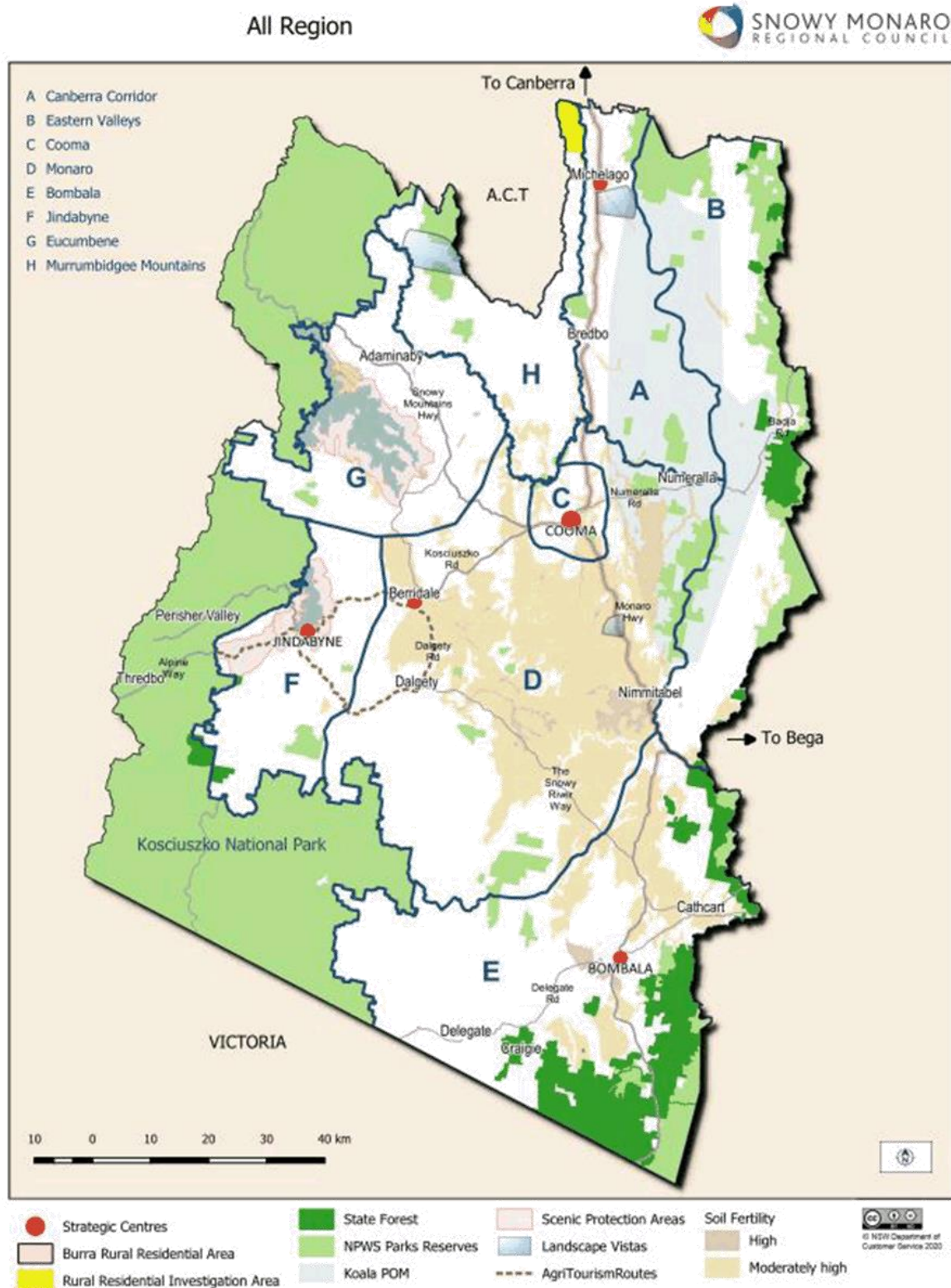
The **Monaro** is a naturally treeless plain dominated by natural temperate grasslands at an altitude of 1000m. This area is dominated by sheep grazing, largely fine wool merinos and cross bred lambs as well as cattle grazing. The rolling hills of the Monaro supports commercial wool production via the grazing of sheep but also supports a notable studs, providing genetics to the rest of Australia. Some areas are able to support cropping, although these areas are concentrated along river and creek flats, where better quality soils are concentrated.

The **Bombala** area is located on the eastern fall with elevations within this area extending from 600m down to 100m. This area receives more rainfall than other areas in the local government area, owing to the coastal influence. Bombala's principle industries are grazing and forestry. Forestry is significant within the local economy providing \$36 million in output and occupying about 33,000 hectares, with grazing occupying the balance (.idCommunity, 2020). Property sizes vary in the area, those closer to Bombala are up to 100 hectares, while those beyond increase to more than 400 hectares particularly to the south.

Council is focussed on preventing the fragmentation of good quality agricultural land by reviewing the minimum lot size and to managing land use conflicts within this area (NSW Department of Primary Industries, 2015).



Figure 25 – Structure Map of Rural land Use Characteristics and sub-regions, Snowy Monaro Region





### Objectives

Snowy Monaro Regional Council objectives for agriculture: consistent with the South East and Tablelands Regional Plan. Council has set out the following objectives and will implement the below actions for agriculture to increase local investment, provide certainty for existing and future agricultural use, protect agricultural resources and promote growth and diversity in the industry:

- Identify and protect agricultural lands\* best suited to support a diverse range of agricultural commodities and production systems.
- Maintaining a critical mass of industries through the retention of agricultural land and continued access to the agricultural supply chain: specific services, infrastructure, processing facilities and markets.
- Encourage diversification and value-adding in agriculture by recognising the diversity of modern agricultural enterprises and facilitate their growth through a new consolidated Snowy Monaro LEP.
- Infrastructure is provided and maintained - efficient transport, energy and water infrastructure identified and provided to critical and strategic rural enterprises.
- Avoid fragmentation of agricultural land and other pressures of urban growth by setting appropriate lot sizes in agricultural areas consistent with the economics of local and regional production systems.
- Avoid Land Use Conflict and provide for compatible rural uses in defined areas through planning instruments; prevent the location of incompatible land uses in and adjacent to agricultural production areas and where necessary require buffers between incompatible land uses.
- Social and ancillary services for agriculture are identified and provided in compact, self-contained rural towns and villages within clearly defined urban boundaries.

- Ecosystem services and rural amenity provided by agricultural land are protected from incompatible land uses.

### Rural Lands Actions

- 1.1 Council will prepare a detailed Rural Land Use Strategy.
- 1.2 Council will prepare a consolidated LEP which prevents the fragmentation of agricultural and resource lands, but facilitates rural related development and value add agriculture.
- 1.3 Council will investigate agri-tourism opportunities around the corridor identified in figure 25 above and recommend land uses that maximise innovation and diversification potential in local farming.
- 1.4 Council will investigate potential intensive agricultural precincts and planning controls to facilitate productive developments.
- 1.5 Council will advise intending purchasers of rural land about the priorities for agriculture through Section 10.7 Planning Certificates.
- 5.7 Council will implement planning controls which limit potential land use conflict between rural residential areas and primary production lands.
- 10.1 Council will identify significant landscape areas as scenic protection areas in the LEP and DCP.
- 10.3 Council will implement planning controls that influence the form and scale of permissible development in rural areas.
- 11.1 Council will review the Rural Land Use Strategy and Biodiversity Study to inform zoning and additional local provisions in preparation of LEP.



## Implementation, Monitoring and Review

Timeframes	
Immediate	0-1 years following the adoption of the LSPS
Short	1-5 years following the adoption of the LSPS
Medium	5-10 years following the adoption of the LSPS
Long	10-20 years following the adoption of the LSPS
Ongoing	Action required when item arises

Our Thriving Economy							Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Program	Delivery	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 1 Promote, grow and protect agricultural production and industry											
1.1	Council will prepare a detailed Rural Land Use Strategy.	Immediate	SMRC	Yes	8.1.2					✓	
1.2	Council will prepare a consolidated LEP which prevents the fragmentation of agricultural and resource lands, but facilitates rural related development and value add agriculture.	Short	SMRC	Yes	7.1.2			✓			
1.3	Council will investigate agri-tourism opportunities around the corridor identified in figures 17 and 25 of this document and recommend land uses that	Short	SMRC	Yes	8.1.2					✓	✓



Our Thriving Economy						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
	maximise innovation and diversification potential in local farming.									
1.4	Council will investigate potential intensive agricultural precincts and planning controls to facilitate productive developments.	Short	SMRC	Yes	8.1.2	✓	✓		✓	
1.5	Council will advise intending purchasers of rural land about the priorities for agriculture through Section 10.7 Planning Certificates.	Short	SMRC	Yes	8.1.3					✓
Planning Priority 2 - Maximise potential for business growth and efficiency										
2.1	Council will prepare an Employment Lands Analysis to Identify quantum of industrial and employments lands required to grow.	Immediate	SMRC	Yes	8.1.1				✓	✓
2.3	Council will review planning controls to encourage shared office space collaboration to anticipate a more mobile and flexible workforce.	Medium	SMRC	Yes	6.3.1	✓	✓			✓
2.4	Council will prepare a detailed plan for the upgrading of Polo Flat in Cooma to encourage further industry investment.	Short	SMRC	No	8.1.1					✓
2.5	Council will identify key government owned sites in the major towns throughout the region which could be used for new business and industry investment.	Short	SMRC	Yes	8.1.1	✓			✓	✓



Our Thriving Economy						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
2.6	Council will develop a CBD Masterplan for Cooma to provide strategic direction to the town centre of Cooma.	Medium	SMRC	No	4.2.1	✓				✓
2.7	Council will identify key sites or locations in Cooma where new business or industry with a large floor area requirement could locate.	Short	SMRC	No	6.3.1					✓
2.8	Council will investigate options for Berridale town centre to improve amenity and aesthetics in the Settlements Strategy.	Immediate	SMRC	Yes	6.2.1				✓	
Planning Priority 3 – Support development of the Snowy Mountains as Australia’s premier year-round alpine destination										
3.1	Council will review the current and potential use of the Alpine Way KNP access corridor to ensure that land use planning controls are appropriate to allow tourism activity.	Short	SMRC & DPIE	Yes	8.1.1	✓	✓		✓	✓
3.2	Council will investigate future tourism funding options that include tourism levies.	Short	SMRC	Part	1.3.2					✓
3.3	Council will identify issues and changes that are required in planning controls to enable growth and diversification in tourism development and to provide a lead for planning reform across the state.	Short/ Medium	SMRC & DPIE	Yes	6.1.1					✓
3.4	Council will increase year round tourism to Jindabyne and the Snowy Mountains by providing a diverse range of tourism activities.	Medium	SMRC & DPIE	Part	6.1.1				✓	✓



Vibrant Places to Live Work and Play						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 4 – Use appropriate evidence based planning controls to respond to a diverse region										
4.1	Council will develop an LEP and supporting planning documents which respond to the individual needs of various communities/landscapes/localities.	Short	SMRC	Yes	8.1.1	✓	✓	✓	✓	✓
4.2	Council will continue to review land use/environmental planning instruments proposed by State Government and provide feedback/seek exclusion where necessary.	Ongoing	SMRC & DPIE	Yes	8.1.3				✓	
4.3	Council will prepare a Settlements Strategy that provides planning direction for the unique towns and villages of the region utilising the planning priorities and objectives identified in this document.	Immediate	SMRC	Yes	8.1.1				✓	
4.5	Council will introduce planning controls which encourage diverse alpine architecture with best practice environmental outcomes in Jindabyne.	Short/ Medium	SMRC & DPIE	Yes	8.1.3	✓	✓			✓
4.6	Council will review zone structure for Berridale town and surrounding growth possibilities.	Short	SMRC	Yes	8.1.1		✓		✓	



Vibrant Places to Live Work and Play						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
4.7	Council will develop a Structure Plan for Michelago to provide forward planning and strategic direction for its growth.	Medium	SMRC	Yes	8.1.1					✓
4.8	Council will prepare a Rural Land Use Strategy which provides strategic direction responding to the diverse rural landscapes across the region	Immediate	SMRC	Yes	8.2.1				✓	
4.9	Council will prepare site specific development control plan chapters to enhance and maintain the unique character of the Snowy Monaro Villages.	Medium	SMRC	Yes	6.2.3	✓				
Planning Priority 5 - Provide a variety of housing options throughout the Snowy Monaro										
5.1	Council will rezone land in the greenfield development areas in accordance with the Staging and Sequencing Plan identified in the Settlements Strategy.	Medium	SMRC	Yes	8.3.1	✓	✓		✓	
5.2	Council will monitor, review and update the Settlements Strategy to ensure sufficient housing is delivered to meet community needs and demand.	Medium /Long	SMRC	Yes	8.3.1				✓	
5.3	Council will consider the final Snowy Mountains Special Activation Precinct and work with the community and NSW Government to deliver diverse housing options for Jindabyne and surrounds.	Short/ Medium	SMRC & DPIE	Yes	6.2.2					✓
5.4	Council will encourage the development of adaptable housing through relevant planning	Short/	SMRC	Yes	1.2.2	✓		✓	✓	



Vibrant Places to Live Work and Play						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
	policies and controls.	Medium								
5.5	Council will provide well planned rural residential sites in appropriate locations in accordance with Land Use Strategies and the SETRP.	Medium	SMRC	Yes	8.1.2	✓	✓	✓	✓	
5.6	Council will implement planning controls which limit potential land use conflict between rural residential areas and primary production lands.	Medium	SMRC	Yes	8.1.3	✓	✓		✓	

Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 6 - Identify and integrate transport corridors and connections with the right types and levels of development										
6.1	Council will develop a Regional Integrated Transport and Access Strategy.	Medium	SMRC	No	9.1.3				✓	
6.2	Council will develop and implement a Foot and Shared Paths Strategy.	Short/ Medium	SMRC	No	9.1.4				✓	
6.3	Council will develop and implement a Pedestrian Access and Mobility Plan.	Short	SMRC	No	9.1.4					✓
6.4	Council will investigate and support the re-use of the Bombala Rail Way Line.	Medium/ Long	SMRC & TfNSW	Part	9.1.4					✓



Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
6.5	Council will engage with NSW Government to facilitate improvements for: <ul style="list-style-type: none"> <li>Monaro Hwy</li> <li>Kosciuszko Road</li> <li>Delegate Road</li> <li>Polo Flat Road</li> <li>Bobeyan Road</li> <li>Black Lake Road</li> <li>Springfield Road</li> </ul>	Short/ Medium /Long	SMRC, TfNSW & RMS	Part	9.1.3				✓	
6.6	Council will work with the NSW Government to develop Jindabyne and ski fields Access and Parking Strategy as part of the Snowy Mountains SAP	Short/ Medium	SMRC NPWS & DPIE	Yes	9.1.4			✓		✓
6.7	Council will investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale	Medium/ Long	SMRC, TfNSW and RMS	Part	9.1.2					✓
6.8	Council will investigate ways to make the Cooma CBD safe and accessible for pedestrians and more permeable to traffic.	Medium	SMRC	No	9.1.4					✓
6.9	Council will upgrade amenity of Maybe Street.	Short	SMRC	Part	6.2.1					✓
Planning Priority 7 - Foster resilient, enduring and safe local communities using land use planning controls which address local and regional natural hazards										
7.1	Council will implement new Bushfire Prone Lands (BFPL) map accurately reflecting bushfire risk including the risk posed by grasslands across the	Immediate /Short	SMRC & RFS	Yes	7.1.1	✓				✓



Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
	Snowy Monaro.									
7.2	Council will implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.	Short/ Medium	SMRC & DPIE	Yes	7.1.1	✓	✓			✓
7.3	Planning decisions are to consider the compatibility of land uses with natural hazards, with careful consideration given to sensitive land uses such as hospitals, schools and aged care facilities.	Ongoing	SMRC & State Govt. Agencies	Yes	8.1.3	✓	✓		✓	✓
7.4	Council will work with Snowy Hydro to use flood data to inform planning decisions around Lake Jindabyne and Eucumbene.	Short	SMRC & Snowy Hydro	Yes	7.1.1	✓				✓
7.5	Council to develop an Integrated Water Cycle Management Strategy.	Medium	SMRC	Yes	7.2.2				✓	
7.6	Council will review and update its development controls, policies, guidelines and public domain projects to improve water efficiency in response to drought and water availability.	Short	SMRC	Yes	7.1.2	✓			✓	✓
Planning Priority 8 - Capitalise on Growth and Change by Preparing for New Business and Population										
8.1	Council will create a policy document which outlines population change scenarios for the region.	Short	SMRC	Yes	10.1.1				✓	✓
8.2	Council will undertake a water and wastewater options study for Michelago	Short	SMRC	Yes	7.2.2			✓		✓



Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
8.3	Council will evaluate infrastructure needs for growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities, creating a more prosperous and connected town.	Medium	SMRC & DPIE	Part	7.2.2			✓		✓
8.4	Council will plan for and encourage growth in areas with infrastructure capacity through strategic planning documents such as the Settlements Strategy.	Immediate	SMRC	Yes	8.1.1	✓	✓	✓	✓	✓
8.5	Council will develop a business investment portfolio for the region and a policy to attract long term residents.	Medium	SMRC	Part	10.1.1				✓	✓
8.6	Council will work with electricity providers to investigate the most effective means of increasing system capacity in Berridale.	Medium	SMRC & Essential Energy	Part	6.2.2				✓	✓
8.7	Council will investigate upgrade options for Berridale's sewerage treatment plant for anticipated growth levels.	Medium	SMRC	No	7.2.2					✓
8.8	Council will investigate potable water options for Old Adaminaby.	Medium	SMRC	Part	7.2.2					✓

A Sustainable Environment with a Vibrant Connection to Heritage and Culture

Policy Documents



No.	Action	Timing	Who	Funding	CSP Delivery Program	DCP	LEP	CP	Strategy	Other
Planning Priority 9 - Protect and enhance the cultural and built heritage of the Snowy Monaro										
9.1	Council will undertake an Aboriginal Heritage Study for the region.	Medium	SMRC	No	2.1.2				✓	
9.2	Council will review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.	Short/ Medium	SMRC	Yes	6.2.3				✓	
9.3	Council will review the planning controls relating to Heritage Conservation Areas in Cooma.	Medium	SMRC	Yes	6.2.2					✓
9.4	Council will develop a Heritage Strategy for the Snowy Monaro Region.	Short	SMRC	Yes	6.2.2				✓	
9.5	Council will work with Eden Aboriginal Land Council and Delegate Progress Association to progress the Bundian Way project.	Ongoing	SMRC	Part	2.1.2					✓
9.6	Council will implement a Heritage Conservation Area (HCA) over Maybe Street in line with Heritage Study.	Medium	SMRC	Yes	6.2.3		✓			✓
9.7	Council will implement a HCA over the main street of Delegate to maintain the heritage character of the town.	Medium	SMRC	Yes	6.2.3	✓	✓			✓
9.8	Council will review heritage controls in Nimmitabel to ensure they promote coherent development sympathetic to the heritage significance. Also encourage the restoration and adaptive reuse of heritage items.	Medium	SMRC	Part	6.2.2	✓	✓		✓	



A Sustainable Environment with a Vibrant Connection to Heritage and Culture						Policy Documents				
No.	Action	Timing	Who	Funding	CSP Delivery Program	DCP	LEP	CP	Strategy	Other
Planning Priority 10 – Protect and enhance the scenic landscape of the Region										
10.1	Council will identify significant landscape areas as scenic protection areas in the LEP and DCP.	Medium	SMRC	Yes	7.1.2	✓	✓		✓	
10.2	Council will prepare a Rural Land Use Strategy which considers the visual importance of the rural landscapes throughout the region.	Immediate	SMRC	Yes	7.1.2				✓	
10.3	Council will implement planning controls that influence the form and scale of permissible development in rural areas.	Medium	SMRC	Yes	7.1.2	✓	✓			
Planning Priority 11 – Identify protect and encourage restoration of specific areas of environmental values in the Snowy Monaro Region										
11.1	Council will review the Rural Land Use Strategy and Biodiversity Study to inform zoning and additional local provisions in preparation of LEP.	Short	SMRC	Yes	7.1.2	✓	✓		✓	
11.2	Council will finalise and implement a comprehensive Koala Plan of Management.	Medium	SMRC	Yes	7.1.2					✓
11.3	Council will provide planning controls to protect rivers and waterways from pollution.	Short	SMRC	Yes	7.1.1	✓	✓			✓
11.4	Council will investigate options for domestic animal management for Jindabyne.	Medium	SMRC	Part	7.1.2	✓			✓	✓
11.5	Council will liaise with NSW Government on the delivery of a new Koala SEPP.	Short	SMRC & DPIE	Yes	7.1.2					✓



A Sustainable Environment with a Vibrant Connection to Heritage and Culture						Policy Documents				
No.	Action	Timing	Who	Funding	CSP Delivery Program	DCP	LEP	CP	Strategy	Other
Planning Priority 12 - Move towards a carbon neutral future										
12.1	Council will conduct an audit of Council greenhouse gas emissions to determine areas for improvement.	Short	SMRC	No	7.1.3					✓
12.2	Council will review and update DCP provisions to ensure sustainability outcomes for subdivisions are improved by considering solar orientation, active transport, stormwater management and open space.	Medium	SMRC	Yes	7.1.2	✓			✓	
12.3	Council will increase the quantity and diversity of trees and plants in public spaces, parks and streets.	Ongoing	SMRC	No	7.1.3			✓	✓	✓
12.4	Council will require best practice stormwater management in new developments including use of rainwater tanks for capture and use for non-potable purposes.	Medium	SMRC	Yes	7.2.2	✓	✓		✓	
12.5	Council will investigate agroforestry in the region and the role it could play in offsetting carbon emissions.	Short/ Medium	SMRC	Yes	7.1.1	✓			✓	✓

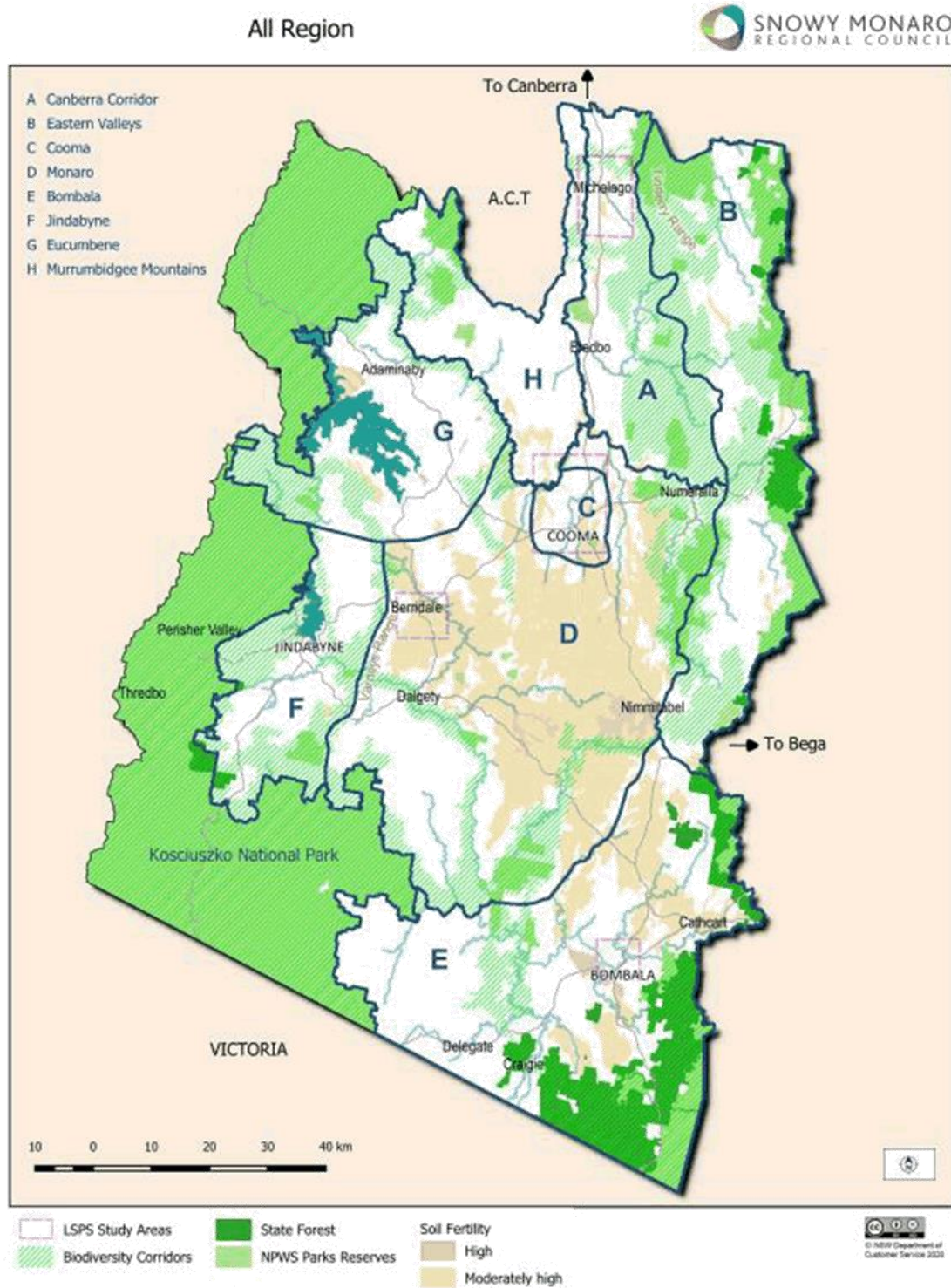
\*Please note: Government Agencies names are subject to change, agencies listed are as of 2019.



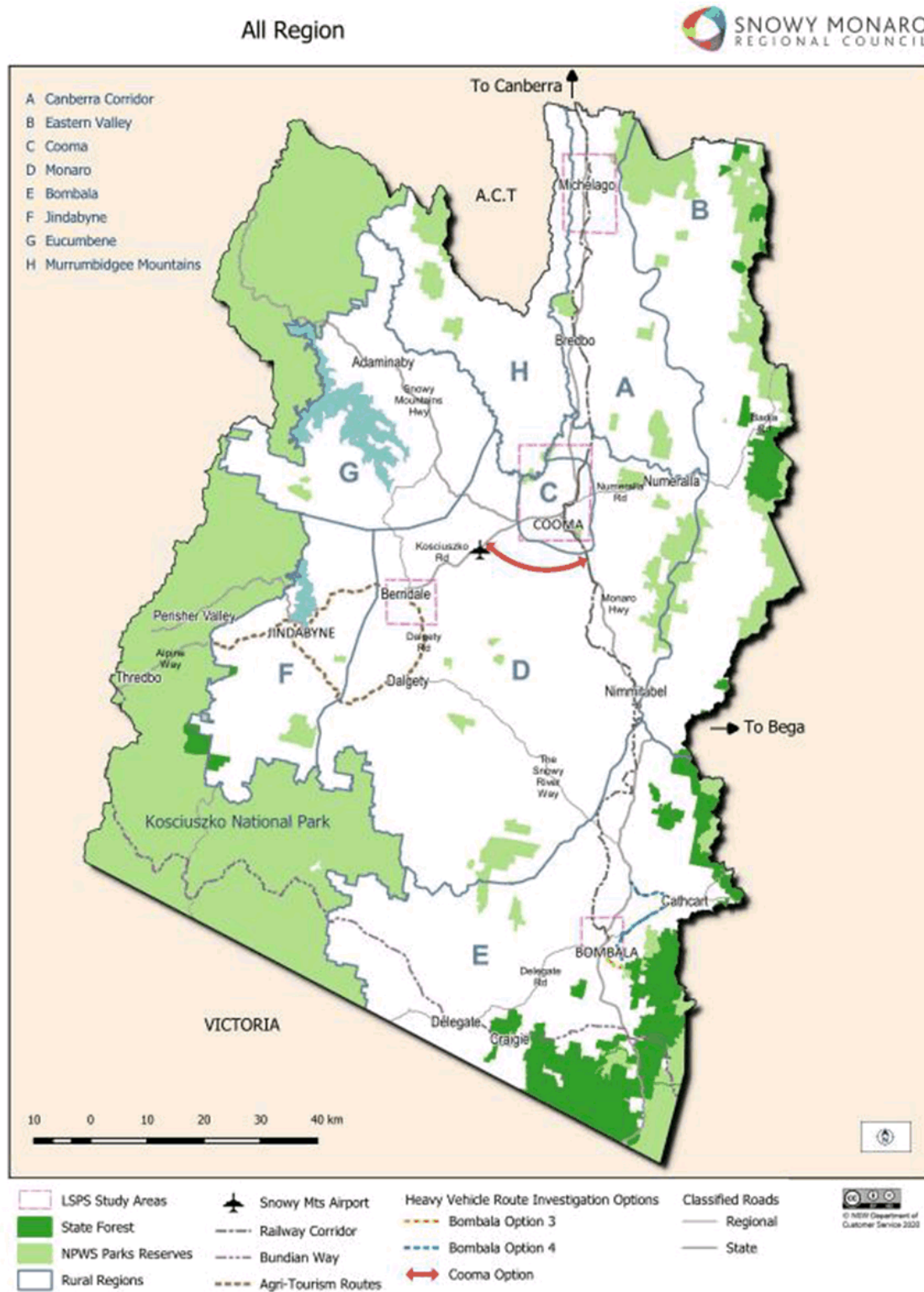
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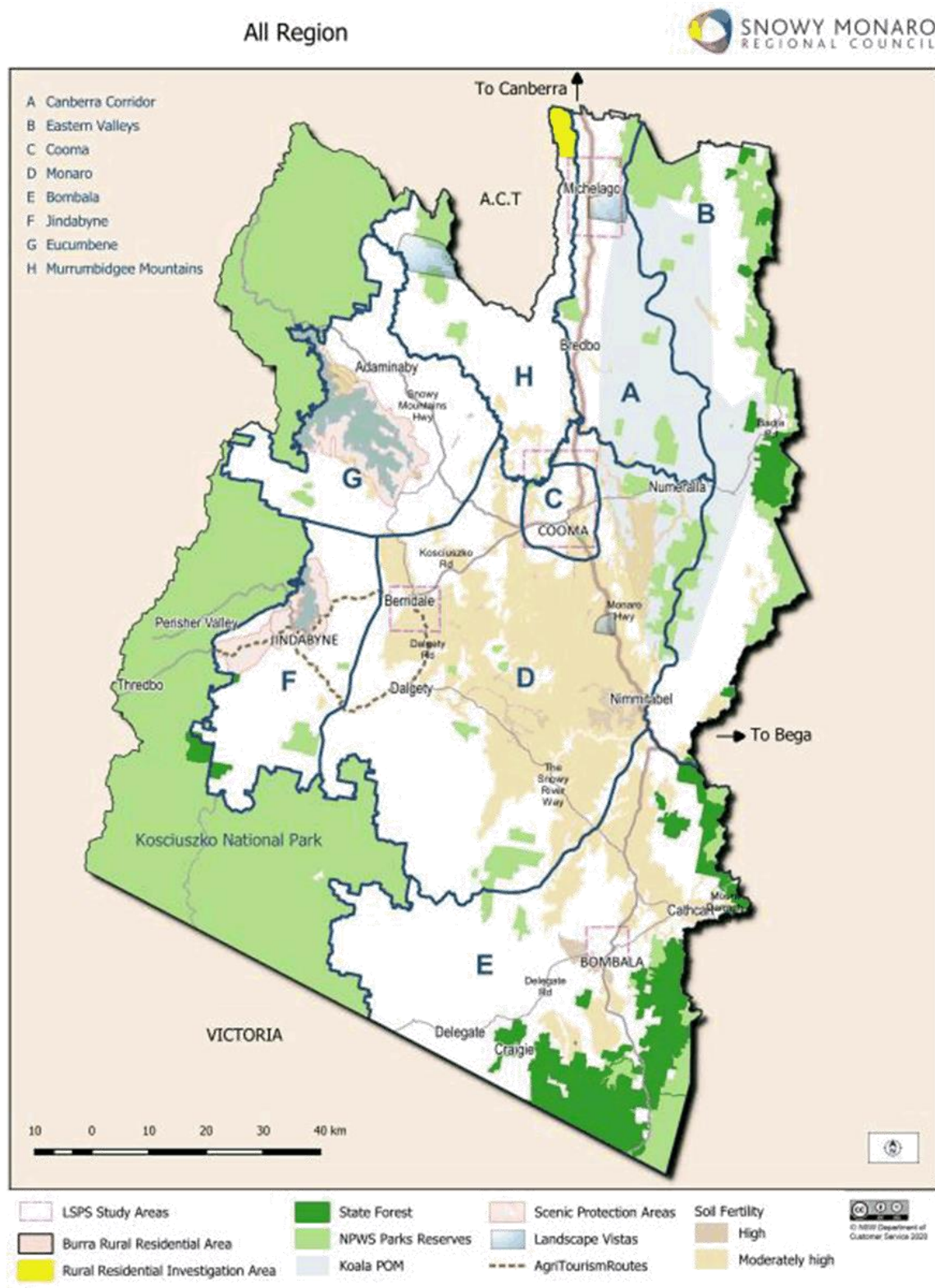
## Mapping





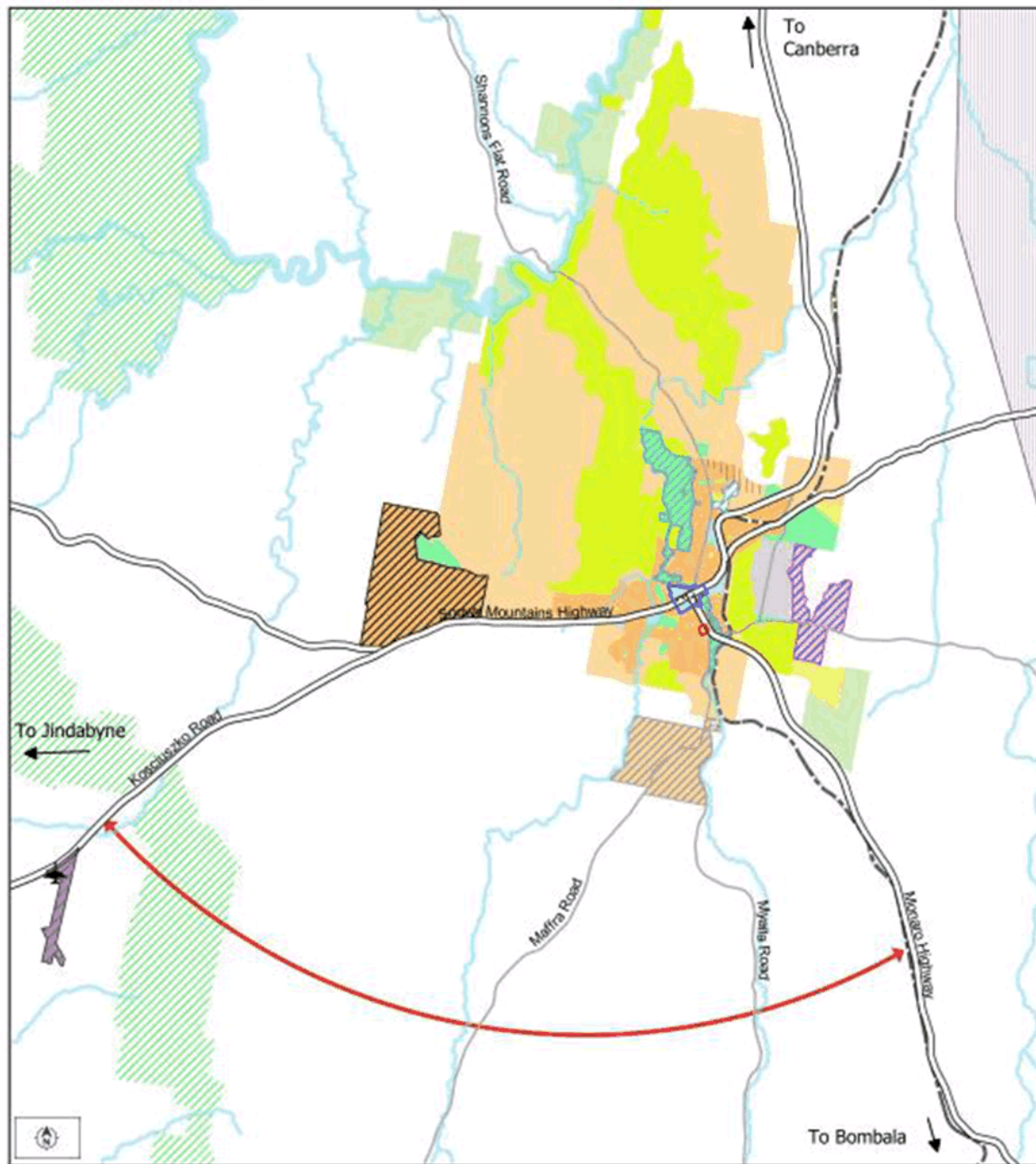








## Cooma Area



### Investigation Areas

- Industrial
- Residential
- Rural Residential
- Health/Education Precincts
- Cooma Creek Recreational Precinct
- Cooma Sports Hub
- Airport Precinct

### Existing Use

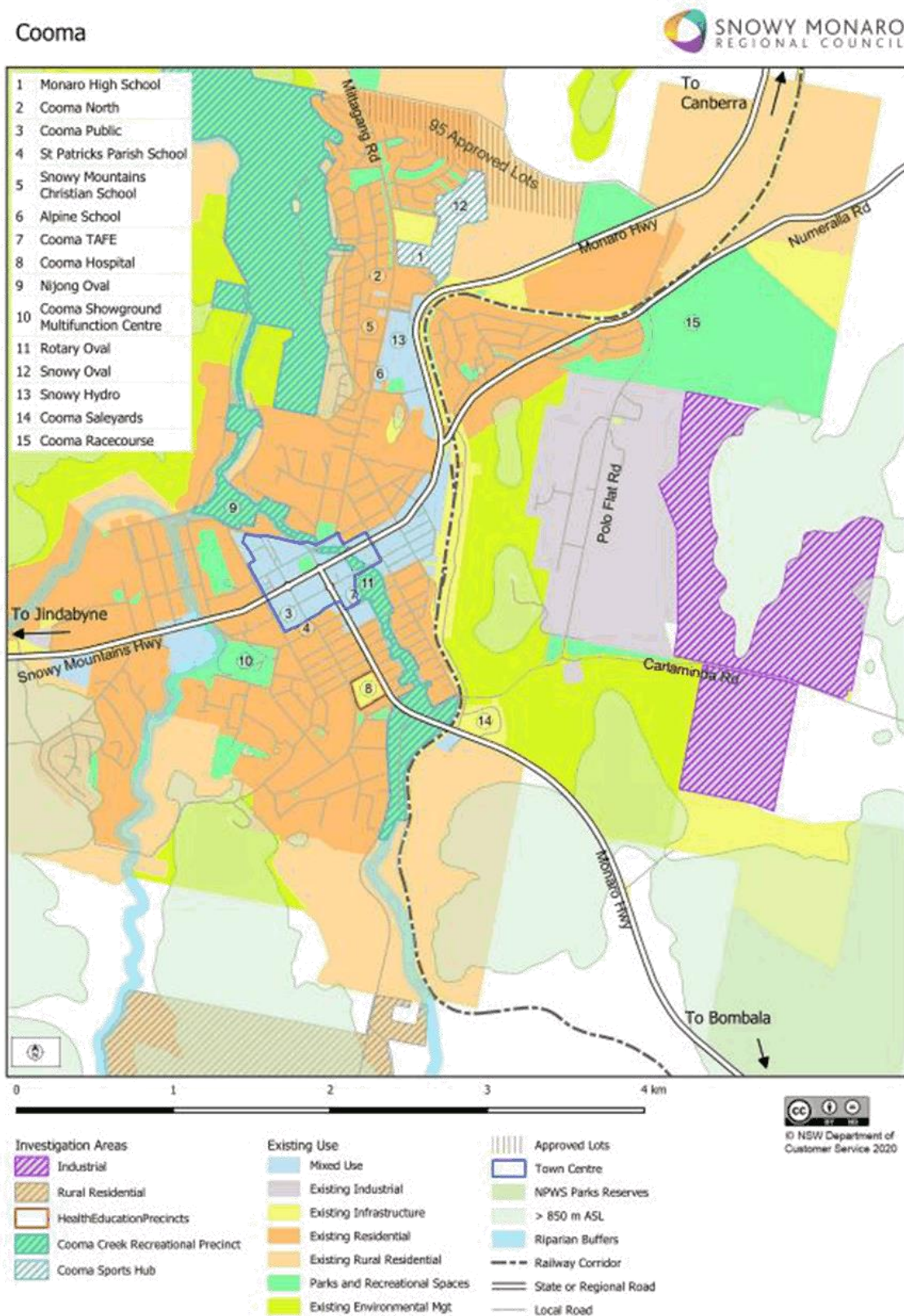
- Mixed Use
- Existing Industrial
- Existing Infrastructure
- Existing Residential
- Existing Rural Residential
- Parks and Recreational Spaces
- Existing Environmental Mgt

- Town Centre
- Approved Lots
- Biodiversity Corridors
- Koala POM
- Riparian Buffers
- NPWS Parks Reserves
- Snowy Mts Airport

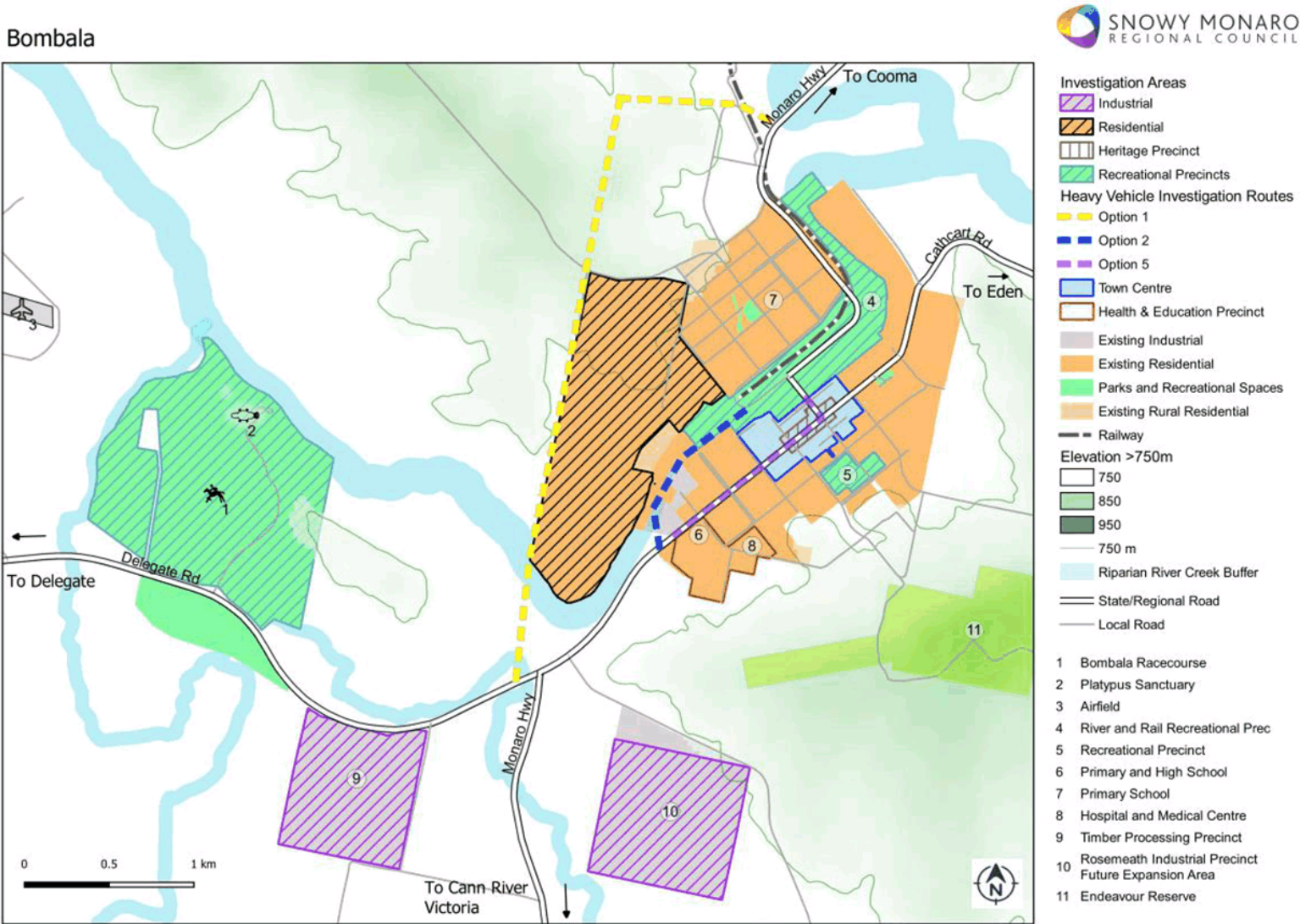
- Heavy Vehicle Investigation Route
- Railway Corridor
- State or Regional Road
- Local Roads

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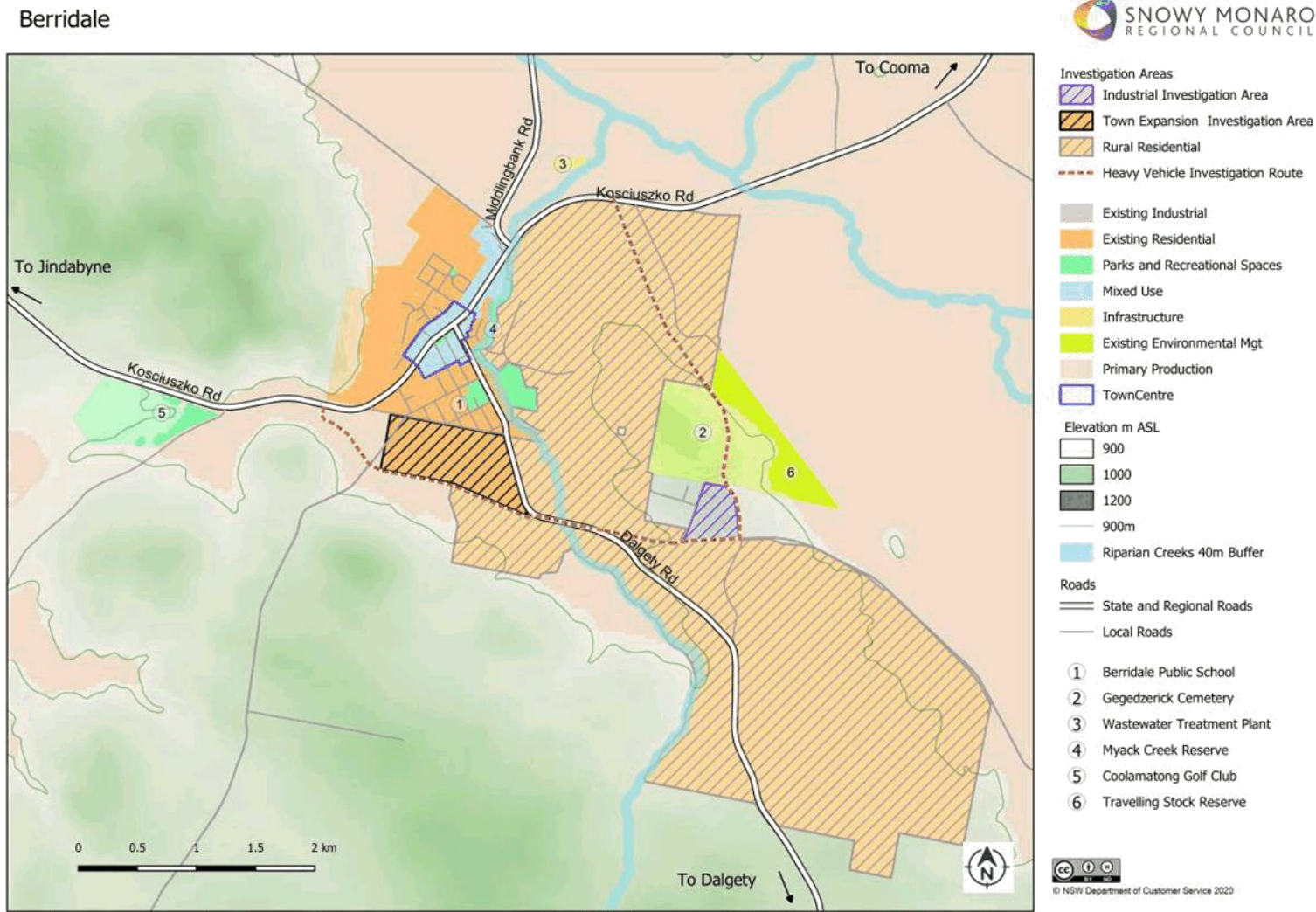










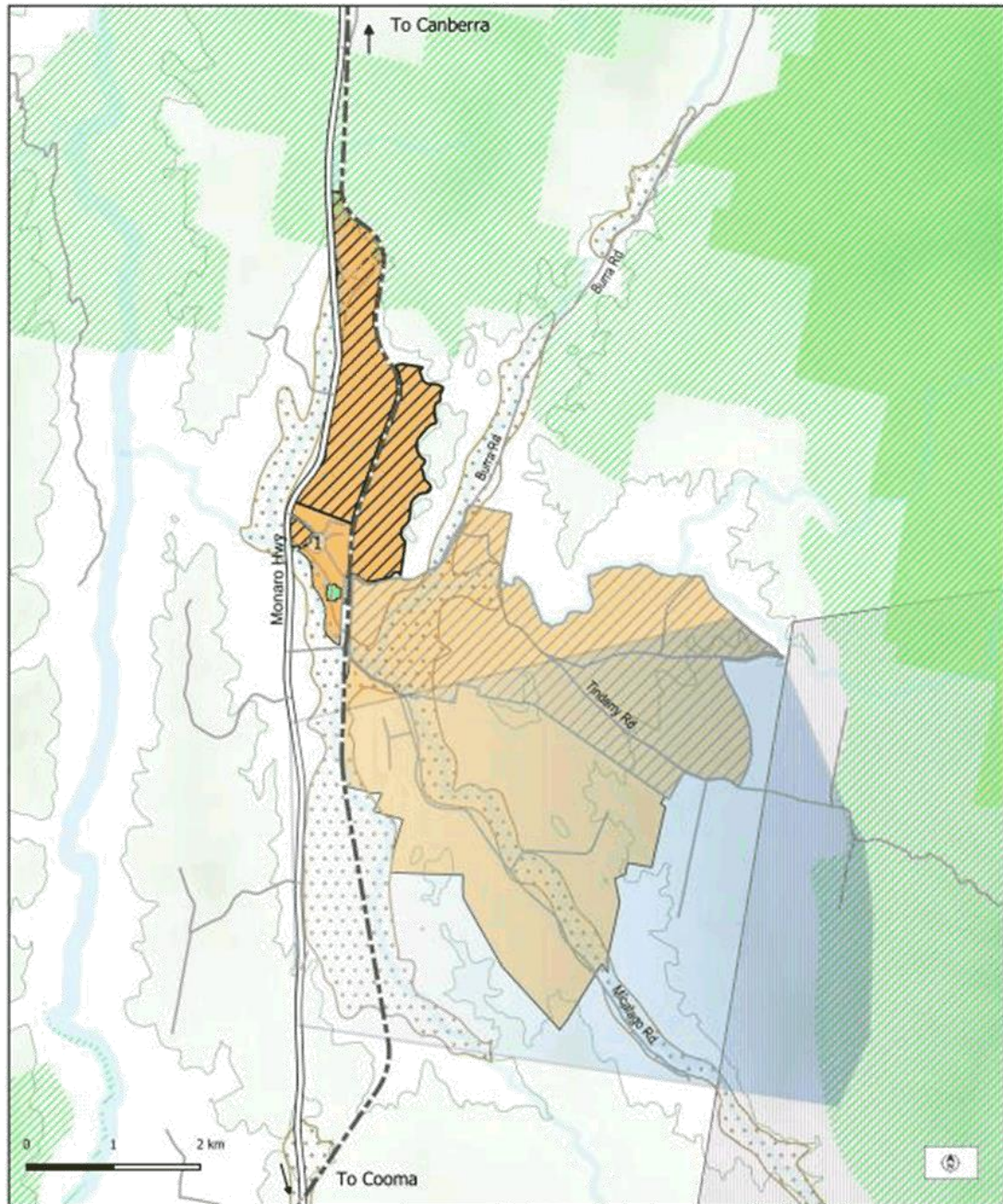




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## Michelago



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# APPENDIX A – IMPLEMENTATION AND MONITORING

## Purpose

The Local Strategic Planning Statement (LSPS) sets the strategic planning vision and direction for the Snowy Monaro Region. To achieve this vision the LSPS sets out core actions which when implemented will achieve this vision. Implementation of these actions is therefore critical to the success of the LSPS itself, it is also important to monitor the implementation of these actions to assure that the actions are delivering as intended.

This appendix is designed as a guide to simplify the process of implementation and monitoring and provide transparency on how the LSPS will be realised over the short, medium and long term. It is important to note that the LSPS will be reviewed on a periodical basis and this may lead to revision for a number of reasons including but not limited to a change in community or political direction, legislation or as a result of monitoring.

The items outlined in this plan do not preclude further actions being taken to achieve the outcomes outlined in the LSPS. Further to this implementation and monitoring measures are indications of approach and may be changed or varied as necessary to most effectively achieve a desired outcome. this appendix is designed to be an indicator of how the LSPS may be implemented and monitored.

Timeframes	
Immediate	0-1 years following the adoption of the LSPS
Short	1-5 years following the adoption of the LSPS
Medium	5-10 years following the adoption of the LSPS
Long	10-20 years following the adoption of the LSPS
Ongoing	Action required when item arises



## Actions

Table 1 Our Thriving Economy

Our Thriving Economy						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 1 Promote, grow and protect agricultural production and industry										
1.2	Council will prepare a detailed Rural Land Use Strategy.	Immediate	SMRC	Yes	8.1.2				✓	
1.3	Council will prepare a consolidated LEP which prevents the fragmentation of agricultural and resource lands, but facilitates rural related development and value add agriculture.	Short	SMRC	Yes	7.1.2		✓			
1.4	Council will investigate agri-tourism opportunities around the corridor identified in figures 17 and 25 of the LSPS and recommend land uses that maximise innovation and diversification potential in local farming.	Short	SMRC	Yes	8.1.2				✓	✓
1.6	Council will investigate potential intensive agricultural precincts and planning controls to facilitate productive developments.	Short	SMRC	Yes	8.1.2	✓	✓		✓	
1.7	Council will advise intending purchasers of rural land about the priorities for agriculture through Section 10.7 Planning Certificates.	Short	SMRC	Yes	8.1.3					✓
Planning Priority 2 - Maximise potential for business growth and efficiency										
2.1	Council will prepare an Employment Lands Analysis to Identify quantum of industrial and employments lands required to grow.	Immediate	SMRC	Yes	8.1.1				✓	✓
2.3	Council will review planning controls to encourage shared office space collaboration to anticipate a more mobile and flexible workforce.	Medium	SMRC	Yes	6.3.1	✓	✓			✓
2.4	Council will prepare a detailed plan for the	Short	SMRC	No	8.1.1					✓



Our Thriving Economy						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
	upgrading of Polo Flat in Cooma to encourage further industry investment.									
2.5	Council will identify key government owned sites in the major towns throughout the region which could be used for new business and industry investment.	Short	SMRC	Yes	8.1.1	✓			✓	✓
2.6	Council will develop a CBD Masterplan for Cooma to provide strategic direction to the town centre of Cooma.	Medium	SMRC	No	4.2.1	✓				✓
2.7	Council will identify key sites or locations in Cooma where new business or industry with a large floor area requirement could locate.	Short	SMRC	No	6.3.1					✓
2.8	Council will investigate options for Berridale town centre to improve amenity and aesthetics in the Settlements Strategy.	Immediate	SMRC	Yes	6.2.1				✓	
Planning Priority 3 – Support development of the Snowy Mountains as Australia’s premier year-round alpine destination										
3.2	Council will review the current and potential use of the Alpine Way KNP access corridor to ensure that land use planning controls are appropriate to allow tourism activity.	Short	SMRC & DPIE	Yes	8.1.1	✓	✓		✓	✓
3.3	Council will investigate future tourism funding options that include tourism levies.	Short	SMRC	Part	1.3.2					✓
3.4	Council will identify issues and changes that are required in planning controls to enable growth and diversification in tourism development and to provide a lead for planning reform across the state.	Short/ Medium	SMRC & DPIE	Yes	6.1.1					✓
3.6	Council will increase year round tourism to Jindabyne and the Snowy Mountains by providing a diverse range of tourism activities.	Medium	SMRC & DPIE	Part	6.1.1				✓	✓



Vibrant Places to Live Work and Play						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 4 – Use appropriate evidence based planning controls to respond to a diverse region										
4.1	Council will develop an LEP and supporting planning documents which respond to the individual needs of various communities/landscapes/localities.	Short	SMRC	Yes	8.1.1	✓	✓	✓	✓	✓
4.2	Council will continue to review land use/environmental planning instruments proposed by State Government and provide feedback/seek exclusion where necessary.	Ongoing	SMRC & DPIE	Yes	8.1.3				✓	
4.3	Council will prepare a Settlements Strategy that provides planning direction for the unique towns and villages of the region utilising the planning priorities and objectives identified in this document.	Immediate	SMRC	Yes	8.1.1				✓	
4.5	Council will introduce planning controls which encourage diverse alpine architecture with best practice environmental outcomes in Jindabyne.	Short/ Medium	SMRC & DPIE	Yes	8.1.3	✓	✓			✓
4.6	Council will review zone structure for Berridale town and surrounding growth possibilities.	Short	SMRC	Yes	8.1.1		✓		✓	
4.7	Council will develop a Structure Plan for Michelago to provide forward planning and strategic direction for its growth.	Medium	SMRC	Yes	8.1.1					✓
4.8	Council will prepare a Rural Land Use Strategy which provides strategic direction responding to the diverse rural landscapes across the region	Immediate	SMRC	Yes	8.2.1				✓	
4.9	Council will prepare site specific development control plan chapters to enhance and maintain the unique character of the Snowy Monaro Villages.	Medium	SMRC	Yes	6.2.3	✓				
Planning Priority 5 - Provide a variety of housing options throughout the Snowy Monaro										



Vibrant Places to Live Work and Play						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
5.1	Council will rezone land in the greenfield development areas in accordance with the Staging and Sequencing Plan identified in the Settlements Strategy.	Medium	SMRC	Yes	8.3.1	✓	✓		✓	
5.2	Council will monitor, review and update the Settlements Strategy to ensure sufficient housing is delivered to meet community needs and demand.	Medium /Long	SMRC	Yes	8.3.1				✓	
5.3	Council will consider the final Snowy Mountains Special Activation Precinct and work with the community and NSW Government to deliver diverse housing options for Jindabyne and surrounds.	Short/ Medium	SMRC & DPIE	Yes	6.2.2					✓
5.4	Council will encourage the development of adaptable housing through relevant planning policies and controls.	Short/ Medium	SMRC	Yes	1.2.2	✓		✓	✓	
5.5	Council will provide well planned rural residential sites in appropriate locations in accordance with Land Use Strategies and the SETRP.	Medium	SMRC	Yes	8.1.2	✓	✓	✓	✓	
5.7	Council will implement planning controls which limit potential land use conflict between rural residential areas and primary production lands.	Medium	SMRC	Yes	8.1.3	✓	✓		✓	



Table 3 Infrastructure to Support Growth and Change

Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 6 - Identify and integrate transport corridors and connections with the right types and levels of development										
6.1	Council will develop a Regional Integrated Transport and Access Strategy.	Medium	SMRC	No	9.1.3				✓	
6.2	Council will develop and implement a Foot and Shared Paths Strategy.	Short/ Medium	SMRC	No	9.1.4				✓	
6.3	Council will develop and implement a Pedestrian Access and Mobility Plan.	Short	SMRC	No	9.1.4					✓
6.5	Council will investigate and support the re-use of the Bombala Rail Way Line.	Medium/ Long	SMRC & TfNSW	Part	9.1.4					✓
6.6	Council will engage with NSW Government to facilitate improvements for: <ul style="list-style-type: none"> <li>○ Monaro Hwy</li> <li>○ Kosciuszko Road</li> <li>○ Delegate Road</li> <li>○ Polo Flat Road</li> <li>○ Bobeyan Road</li> <li>○ Black Lake Road</li> <li>○ Springfield Road</li> </ul>	Short/ Medium /Long	SMRC, TfNSW & RMS	Part	9.1.3				✓	
6.7	Council will work with the NSW Government to develop Jindabyne and ski fields Access and Parking Strategy as part of the Snowy Mountains SAP	Short/ Medium	SMRC NPWS & DPIE	Yes	9.1.4			✓		✓
6.8	Council will investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale	Medium/ Long	SMRC, TfNSW & RMS	Part	9.1.2					✓
6.9	Council will investigate ways to make the Cooma CBD safe and accessible for pedestrians and more permeable to traffic.	Medium	SMRC	No	9.1.4					✓



Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
6.10	Council will upgrade amenity of Maybe Street.	Short	SMRC	Part	6.2.1					✓
Planning Priority 7 - Foster resilient, enduring and safe local communities using land use planning controls which address local and regional natural hazards										
7.1	Council will implement new Bushfire Prone Lands (BFPL) map accurately reflecting bushfire risk including the risk posed by grasslands across the Snowy Monaro.	Immediate /Short	SMRC & RFS	Yes	7.1.1	✓				✓
7.2	Council will implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.	Short/ Medium	SMRC & DPIE	Yes	7.1.1	✓	✓			✓
7.3	Planning decisions are to consider the compatibility of land uses with natural hazards, with careful consideration given to sensitive land uses such as hospitals, schools and aged care facilities.	Ongoing	SMRC & State Govt. Agencies	Yes	8.1.3	✓	✓		✓	✓
7.4	Council will work with Snowy Hydro to use flood data to inform planning decisions around Lake Jindabyne and Eucumbene.	Short	SMRC & Snowy Hydro	Yes	7.1.1	✓				✓
7.5	Council to develop an Integrated Water Cycle Management Strategy.	Medium	SMRC	Yes	7.2.2				✓	
7.6	Council will review and update its development controls, policies, guidelines and public domain projects to improve water efficiency in response to drought and water availability.	Short	SMRC	Yes	7.1.2	✓			✓	✓
Planning Priority 8 - Capitalise on Growth and Change by Preparing for New Business and Population										
8.1	Council will create a policy document which outlines population change scenarios for the region.	Short	SMRC	Yes	10.1.1				✓	✓
8.2	Council will undertake a water and wastewater options study for Michelago	Short	SMRC	Yes	7.2.2			✓		✓
8.3	Council will evaluate infrastructure needs for	Medium	SMRC &	Part	7.2.2			✓		✓



Infrastructure to Support Growth and Change						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
	growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities, creating a more prosperous and connected town.		DPIE							
8.4	Council will plan for and encourage growth in areas with infrastructure capacity through strategic planning documents such as the Settlements Strategy.	Immediate	SMRC	Yes	8.1.1	✓	✓	✓	✓	✓
8.5	Council will develop a business investment portfolio for the region and a policy to attract long term residents.	Medium	SMRC	Part	10.1.1				✓	✓
8.7	Council will work with electricity providers to investigate the most effective means of increasing system capacity in Berridale.	Medium	SMRC & Essential Energy	Part	6.2.2				✓	✓
8.8	Council will investigate upgrade options for Berridale's sewerage treatment plant for anticipated growth levels.	Medium	SMRC	No	7.2.2					✓
8.9	Council will investigate potable water options for Old Adaminaby.	Medium	SMRC	Part	7.2.2					✓



Table 4 A sustainable Environment with a Vibrant Connection to Heritage and Culture

A Sustainable Environment with a Vibrant Connection to Heritage and Culture						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
Planning Priority 9 - Protect and enhance the cultural and built heritage of the Snowy Monaro										
9.1	Council will undertake an Aboriginal Heritage Study for the region.	Medium	SMRC	No	2.1.2				✓	
9.2	Council will review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.	Short/ Medium	SMRC	Yes	6.2.3				✓	
9.3	Council will review the planning controls relating to Heritage Conservation Areas in Cooma.	Medium	SMRC	Yes	6.2.2					✓
9.4	Council will develop a Heritage Strategy for the Snowy Monaro Region.	Short	SMRC	Yes	6.2.2				✓	
9.5	Council will work with Eden Aboriginal Land Council and Delegate Progress Association to progress the Bundian Way project.	Ongoing	SMRC	Part	2.1.2					✓
9.6	Council will implement a Heritage Conservation Area (HCA) over Maybe Street in line with Heritage Study.	Medium	SMRC	Yes	6.2.3		✓			✓
9.7	Council will implement a HCA over the main street of Delegate to maintain the heritage character of the town.	Medium	SMRC	Yes	6.2.3	✓	✓			✓
9.8	Council will review heritage controls in Nimmitabel to ensure they promote coherent development sympathetic to the heritage significance. Also encourage the restoration and adaptive reuse of heritage items.	Medium	SMRC	Part	6.2.2	✓	✓		✓	
Planning Priority 10 – Protect and enhance the scenic landscape of the Region										
10.1	Council will identify significant landscape areas as scenic protection areas in the LEP and DCP.	Medium/	SMRC	Yes	7.1.2	✓	✓		✓	



A Sustainable Environment with a Vibrant Connection to Heritage and Culture						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
10.2	Prepare a Rural Land Use Strategy which considers the visual importance of the rural landscapes throughout the region.	Immediate	SMRC	Yes	7.1.2				✓	
10.3	Council will implement planning controls that influence the form and scale of permissible development in rural areas.	Medium	SMRC	Yes	7.1.2	✓	✓			
Planning Priority 11 – Identify protect and encourage restoration of specific areas of environmental values in the Snowy Monaro Region										
11.1	Council will review the Rural Land Use Strategy and Biodiversity Study to inform zoning and additional local provisions in preparation of LEP.	Short	SMRC &	Yes	7.1.2	✓	✓		✓	
11.2	Council will finalise and implement a comprehensive Koala Plan of Management.	Medium	SMRC	Yes	7.1.2					✓
11.3	Council will provide planning controls to protect rivers and waterways from pollution.	Short	SMRC	Yes	7.1.1	✓	✓			✓
11.4	Council will investigate options for domestic animal management for Jindabyne.	Medium	SMRC	Part	7.1.2	✓			✓	✓
11.5	Council will liaise with NSW Government on the delivery of a new Koala SEPP.	Short	SMRC & DPIE	Yes	7.1.2					✓
Planning Priority 12 - Move towards a carbon neutral future										
12.1	Council will conduct an audit of Council greenhouse gas emissions to determine areas for improvement.	Short	SMRC	No	7.1.3					✓
12.2	Council will review and update DCP provisions to ensure sustainability outcomes for subdivisions are improved by considering solar orientation, active transport, stormwater management and open space.	Medium	SMRC	Yes	7.1.2	✓			✓	
12.3	Council will increase the quantity and diversity of trees and plants in public spaces, parks and streets.	Ongoing	SMRC	No	7.1.3			✓	✓	✓



A Sustainable Environment with a Vibrant Connection to Heritage and Culture						Related Policy Documents				
No.	Action	Timing	Who	Funded	CSP Delivery Program	DCP	LEP	CP (s7.11)	Strategy	Other
12.4	Council will require best practice stormwater management in new developments including use of rainwater tanks for capture and use for non-potable purposes.	Medium	SMRC	Yes	7.2.2	✓	✓		✓	
12.5	Council will investigate agroforestry in the region and the role it could play in offsetting carbon emissions.	Short/ Medium	SMRC	Yes	7.1.1	✓			✓	✓

\*Please note: Government Agencies names are subject to change, agencies listed are as of 2019.



Table 5 Implementation and Monitoring

No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
<b>Planning Priority 1 Promote, grow and protect agricultural production and industry</b>						
1.1	Prepare a detailed Rural Land Use Strategy	Immediate	Draft a Rural Land Use strategy for Public exhibition and Council adoption	Final Rural Lands Use Strategy adopted by Council	SMRC – Strategic Planning Unit	
1.2	Preparation of a consolidated LEP which prevents the fragmentation of agricultural and resource lands, but facilitates rural related development and value add agriculture.	Short	Draft and deliver a new consolidated LEP with artisan food and drink premises and agricultural produce industry permitted with consent in appropriate zones.	Monitor development applications received by Council for artisan food and drink premises and agricultural produce industry.	SMRC – Strategic Planning Unit & Development Assessment Unit	
1.3	Council will investigate agri-tourism opportunities around the corridor identified in figure 17 and 25 of the LSPS and recommend land uses that maximise innovation and diversification potential in local farming.	Short	Prepare and publically exhibit a Rural Land Use Strategy which has regard for agri-tourism opportunities in the region.	Rural Land Use Strategy is adopted by Council and endorsed by the NSW Government	SMRC – Strategic Planning Unit	
1.4	Council will investigate potential intensive agricultural precincts and planning controls to facilitate productive developments.	Short	Analyse potential intensive agricultural precincts in Rural Land Use Strategy and make recommendations of planning controls based on findings.	Final Rural Land Use Strategy adopted by Council. Monitor development applications relating to intensive agriculture.	SMRC - Strategic Planning and Development Assessment units	
1.5	Advise intending purchasers of rural	Short	Draft a public notice to be	Public notice adopted by	SMRC – Strategic	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	land about the priorities for agriculture through Section 10.7 Planning Certificates.		included as an attachment to 10.7 Planning Certificates	Council	Planning and Development Assessment units	
<b>Planning Priority 2 - Maximise potential for business growth and efficiency</b>						
2.1	Preparation of Employment Lands Study to Identify quantum of industrial and employments lands required to grow	Immediate	Engage a consultant to draft an Employment Lands Study to Identify the location and quantum of industrial and employments lands required to grow	Final Employment Lands Study adopted by Council	SMRC – Strategic Planning Unit & suitably qualified consultant	
2.2	Review planning controls to encourage shared office space collaboration to anticipate a more mobile and flexible workforce.	Medium	Implement controls in a new development control plan to encourage shared office space collaboration to anticipate a more mobile and flexible workforce.	Monitor census data regarding workplace flexibility	SMRC – Strategic Planning Unit	
2.3	Prepare a detailed plan for the upgrading of Polo Flat in Cooma to encourage further industry investment.	Short	Review existing plan and revise/rewrite as necessary.	Monitor investment, vacancy rates and land values in Polo Flat	SMRC – Strategy Planning and Economic Development Units	
2.4	Identify key government owned sites in the major towns throughout the region which could be used new business and industry investment.	Short	Identify key Government owned sites suitable in relevant planning documents such as settlements strategy and masterplans.	Relevant plans adopted by Council	SMRC – Strategy Planning and Economic Development Units	
2.5	Develop a CBD Masterplan for Cooma to provide strategic direction to the town centre of Cooma.	Medium	Prepare and publically exhibit a draft CBD masterplan for Cooma	Final Cooma CBD Masterplan adopted by Council	SMRC – Strategic Planning unit	
2.6	Identify key sites or locations in	Short	Consider in CBD Masterplan and	Monitor take up of subject	SMRC – Strategic	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	Cooma where new business or industry with a large floor area requirement could locate.		Polo Flat plan locations for business with large floor area requirements	sites to determine supply and demand needs	Planning and Economic Development Units	
2.7	Investigate options for Berridale town centre to improve amenity and aesthetics in the Settlements Strategy.	Immediate	Develop and publically exhibit a Settlements Strategy which provides guidance on structural and public realm improvements to Berridale's town centre.	Final Settlements Strategy adopted by Council and endorsed by DPIE	SMRC – Strategic Planning unit NSW Government - DPIE	
<b>Planning Priority 3 – Support development of the Snowy Mountains as Australia's premier year-round alpine destination</b>						
3.1	Review the current and potential use of the Alpine Way KNP access corridor to ensure that land use planning controls are appropriate to allow tourism activity.	Short	Work with DPIE to establish extent of Go Jindabyne Masterplan area and SAP and implement planning direction in relevant document.	Monitor development applications in the area and revise controls as necessary.	DPIE SMRC – Strategic Planning	
3.2	Investigate future tourism funding options that include tourism levies.	Short	Investigate, evaluate and implement methods of tourism funding options based of best practice models.	Implemented tourism funding options such as levies and monitor financial benefits	SMRC – Economic Development and Tourism Tourism Snowy Mountains	
3.3	Jindabyne Masterplan to identify those issues and changes that are required in planning to enable growth and diversification in tourism development and to provide a lead for planning reform across the region.	Short/ Medium	Continue to work closely with DPIE	Delivery of a Go Jindabyne Masterplan for consideration by Council	SMRC – Strategic Planning Unit DPIE – Go Jindabyne Planning Team	
3.4	Council will increase year round tourism to Jindabyne and the Snowy Mountains by providing a diverse	Medium	Promote a diverse range of tourism activities through planning controls and strategic	Monitor visitation numbers and measure ratio change across a 12 month period	SMRC –Strategic Planning, Economic Development and	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	range of tourism activities.		planning.	target a reduction on this ratio (currently 5.4)	Tourism units DPIE Tourism Snowy Mountains	
<b>Planning Priority 4 – Use appropriate evidence based planning controls to respond to a diverse region</b>						
4.1	Develop an LEP and supporting planning documents which respond to the individual needs of various communities/landscapes/localities	Short	Prepare a new LEP, DCP and CP which have consideration for diverse communities, landscapes and localities	New LEP, DCP and CP adopted by Council	SMRC – Strategic Planning Unit	
4.2	Continue to review land use/environmental planning instruments proposed by State Government and provide feedback/seek exclusion where necessary	Ongoing	Review new NSW Government planning documents when released	Report to Council on changes to planning policy and legislation when relevant to the region.	SMRC – Strategic Planning Unit	
4.3	Council will prepare a Settlements Strategy that provides planning direction for the unique towns and villages of the region utilising the planning priorities and objectives identified in this document.	Immediate	Prepare and publically exhibit a draft Settlements Strategy that sets a strategic direction for land use in Adaminaby	Final Settlements Strategy adopted by Council and endorsed by DPIE	SMRC – Strategic Planning unit	
4.4	Introduce planning controls which encourage diverse alpine architecture with best practice environmental outcomes.	Short/ Medium	Consider findings of Go Jindabyne Masterplan and implement relevant planning controls which encourage a unique and high quality alpine design.	Monitor development applications and review controls as necessary.	SMRC – Strategic Planning and Development Assessment units NSW Government - DPIE	
4.5	Review zone structure for Berridale town and surrounding growth	Short	Review land use zones and provide appropriate land zones	Monitor development applications in Berridale to	SMRC – Strategic Planning unit	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	possibilities.		in new LEP	assess if land use zones are appropriate		
4.6	Develop a Structure Plan for Michelago to provide forward planning and strategic direction for its growth.	Medium	Develop and publically exhibit a masterplan for Michelago outlining details of growth for the town.	Final masterplan adopted by Council and endorsed by DPIE.	SMRC – Strategic Planning unit	
4.7	Council will prepare a Rural Land Use Strategy which provides strategic direction responding to the diverse rural landscapes across the region.	Immediate	Prepare a Rural Land Use Strategy that considers the unique landscapes of the region	Final Rural Land Use Strategy adopted by Council	SMRC – Strategic Planning Unit	
4.8	Prepare site specific development control plan chapters to enhance and maintain the unique character of the Snowy Monaro Villages.	Medium	Prepare new Snowy Monaro DCP with site specific controls for specific communities.	Review DCP controls periodically. Monitor development applications for effectiveness	SMRC – Strategic Planning and Development Assessment units	
<b>Planning Priority 5 - Provide a variety of housing options throughout the Snowy Monaro</b>						
5.1	Council will rezone land in the greenfield development areas in accordance with the Staging and Sequencing Plan identified in the Settlements Strategy	Medium	Amend the LEP in accordance with relevant greenfield recommendations in the Settlements Strategy	planning proposals for identified sites will be supported by Council and sent to NSW Government for a gateway determination.	SMRC – Strategic Planning Unit	
5.2	Council will monitor, review and update the Settlements Strategy to ensure sufficient housing is delivered to meet community needs and demand	Medium /Long	Review and update the settlements strategy every 5-7 years.	Monitor number of vacant lots, track demographic changes. Monitor diversity of housing stock.	SMRC – Strategic Planning Unit	
5.3	Consider the final Go Jindabyne Masterplan and work with the Community and NSW Government	Short/ Medium	Continue to work closely with DPIE	Delivery of a Go Jindabyne Masterplan for consideration by Council	SMRC – Strategic Planning Unit DPIE – Go Jindabyne	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	on implementing positive outcomes that achieve this priority.				Planning Team	
5.4	Encourage the development of adaptable housing through relevant planning policies and controls	Short/medium	Identify suitable sites for development under State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004 and/or investigate planning controls for use in DCP to encourage adaptable housing.	Monitor development applications which include adaptable housing in accordance with AS4299	SMRC – Strategic Planning Unit	
5.5	Council will provide well planned rural residential sites in appropriate locations in accordance with Land Use Strategies and the Regional Plan	Medium	Rezone land for rural residential development in appropriate locations where service provision is adequate.	Monitor development and available lots in this area to gauge demand	SMRC – Strategic Planning Unit	
5.6	Council will implement planning controls which limit potential land use conflict between rural residential areas and primary production lands.	Medium	Implement relevant controls in LEP and DCP	Monitor complaints and development applications particularly on the rural peri-urban interface	SMRC – Strategic Planning and Development Assessment units	
<b>Planning Priority 6 - Identify and integrate transport corridors and connections with the right types and levels of development</b>						
6.1	Council to develop a Regional Integrated Transport Strategy.	Medium	Prepare and publically exhibit draft Integrated Transport Strategy	Integrated Transport Strategy adopted by Council	SMRC – Strategic Planning and Roads units RMS & TfNSW	
6.2	Council to develop and implement a Foot and Shared Paths Strategy	Short/Medium	Prepare and publically exhibit draft Foot and Shared Paths Strategy	Foot and Shared Paths Strategy adopted by Council	SMRC – Assets and Infrastructure	
6.3	Council to develop and implement a Pedestrian Access and Mobility Plan.	Short	Prepare and publically exhibit draft Pedestrian Access and	Pedestrian Access and Mobility Plan adopted by	SMRC – Community Development	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
			Mobility Plan	Council		
6.4	Investigate and support the re-use of the Bombala Rail Way Line.	Medium/Long	Undertake feasibility into rail or rail trail and progress most viable option to business case and implementation phase	Progress re-use of railway and monitor progress towards implementation.	TfNSW SMRC – Strategic and Recreational Planning. John Holland	
6.5	Engage with NSW Government to facilitation improvements for: <ul style="list-style-type: none"> <li>○ Monaro Hwy</li> <li>○ Kosciuszko Road</li> <li>○ Delegate Road</li> <li>○ Polo Flat Road</li> <li>○ Bobeyan Road</li> <li>○ Black Lake Road</li> <li>○ Springfield Road</li> </ul>	Short/Medium/Long	Engage with Transport for NSW and RMS to achieve road upgrades, including lobbying, applying for grants and pursuing alternative avenues.	Monitor upgrades to roads and NSW Government infrastructure announcements.	SMRC – Roads and Major Projects TfNSW RMS	
6.6	Develop Jindabyne and ski fields Access and Parking Strategy as part of Jindabyne Masterplan.	Short/Medium	Work with DPIE and NPWS to deliver an Access and Parking Strategy for Jindabyne and the resorts.	Access and Parking Strategy delivered for Council review	DPIE – Go Jindabyne team, NPWS SMRC - Assets	
6.7	Investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale.	Medium/Long	Progress feasibility studies and consider findings on whether to progress these projects.	Deliver feasibility studies and consider findings	SMRC – Roads, Major Projects and Strategic Planning RMS + TfNSW	
6.8	Investigate ways to make the Cooma CBD safe and accessible for pedestrians and more permeable to traffic	Medium	Consider structural improvements to Cooma's CBD including traffic calming measures in CBD Masterplan.	Final Cooma CBD Masterplan adopted by Council	SMRC – Strategic Planning and Roads units TfNSW and RMS	
6.9	Upgrade amenity of Maybe Street.	Short	Improve public realm elements of Bombala's main street	Monitor private investment and vacancy rate on Maybe	SMRC – Economic Development and	



[illegible]



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
8.1	Create a policy document which outlines population change scenarios for the region.	Short	Finalise Council policy document outlining potential population growth based on various drivers.	Council adopt population policy document.	SMRC – Tourism, Economic Development and Strategic Planning Units	
8.2	Undertake a water options study for Michelago.	Short	Engage a suitably qualified consultant to undertake study.	Final water options study received by Council.	SMRC –and Water Wastewater units.	
8.3	Evaluate infrastructure needs for growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities.	Medium	Work with the NSW Government to undertake relevant studies and acquire funding for required upgrades.	Final studies and funding received for upgrades.	SMRC – Strategic Planning and Water Wastewater units. Essential Energy	
8.4	Plan for, and encourage growth in areas with infrastructure capacity through strategic planning documents such as the Settlements Strategy.	Immediate	Draft Settlements Strategy	Final Settlements Strategy adopted by Council and endorsed by DPIE.	SMRC – Strategic Planning and Water Wastewater units. Essential Energy	
8.5	Develop a business investment portfolio for the region and a policy to attract long term residents.	Medium	Draft business investment portfolio and relevant policy.	Portfolio and policy adopted by Council. Monitor investment via commercial land audits and monitor population growth via census data.	SMRC – Economic Development and Strategic Planning units	
8.6	Work with electricity providers to investigate the most effective means of increasing system capacity in Berridale.	Medium	Engage with energy providers to establish capacity in Berridale and capacity required for growth.	Monitor electricity usage and population growth.	SMRC – Operations and Infrastructure Essential Energy	
8.7	Investigate upgrade options for	Medium	Undertake an options study to	Monitor usage and	SMRC – Water and	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	Berridale's sewerage treatment plant for anticipated growth levels.		determine efficient methods to expand STP to meet future demand.	population growth.	Wastewater unit	
8.8	Investigate potable water options for Old Adaminaby.	Medium	Investigate and implement potable water supply for Old Adaminaby	Monitor water quality and usage	SMRC – Water and Wastewater unit	
<b>Planning Priority 9 - Protect and enhance the cultural and built heritage of the Snowy Monaro</b>						
9.1	Undertake an Aboriginal Heritage Study for the region.	Medium	Partner with a suitably qualified consultant to deliver an Aboriginal Heritage Study for the region	Aboriginal Heritage Study Finalised and adopted by Council	SMRC – Strategic Planning and Development Assessment units	
9.2	Review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.	Short/ Medium	Implement DCP controls which encourage adaptive re-use of heritage buildings and improved amenity. Implement heritage conservation area over Bombala and Delegate main streets in new LEP.	Monitor development applications lodged for Bombala and Delegates main streets. Review controls periodically.	SMRC – Strategic Planning and Development Assessment units Councils Heritage Consultant	
9.3	Review the planning controls relating to Heritage Conservation Areas in Cooma	Medium	Review heritage conservation areas in Cooma to determine their effectiveness to achieve desired outcomes.	Amend controls as required and monitor development applications within relevant HCA(s)	SMRC – Strategic Planning and Development Assessment units - Councils Heritage Consultant	
9.4	Develop a Heritage Strategy for the Snowy Monaro Region	Short	Develop a Heritage Strategy in line with NSW Government guidelines	Council to finalise and adopt Heritage Strategy	SMRC – Strategic Planning and Development Assessment units - Councils Heritage	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
					Consultant	
9.5	Work with Eden Aboriginal Land Council and Delegate Progress Association to progress the Bundian Way project.	Ongoing	Liaise constructively with Eden LALC and DPA to progress the Bundian Way project with an emphasis on indigenous heritage and cultural elements.	Liaise with local indigenous organisations and monitor progress of project to gauge success of approach.	SMRC – Economic Development and Tourism, Community Development units and heritage consultant if required.	
9.6	Implement a Heritage Conservation Area over Maybe Street in line with Bombala Heritage Study.	Medium	Implement a HCA over the main street of Bombala in the new LEP to protect heritage significance.	Monitor development applications in this area to establish if controls are adequate and appropriate.	SMRC – Strategic Planning and Development Assessment units - Councils Heritage Consultant	
9.7	Implement a Heritage Conservation Area over the main street of Delegate to maintain the heritage character of the town.	Medium	Implement a Heritage Conservation Area over Delegates main street to protect its heritage significance in the new LEP	Monitor development applications in this area and amend planning controls if necessary	SMRC – Strategic Planning and Development Assessment units - Councils Heritage Consultant	
9.8	Review heritage controls in Nimmitabel to ensure they promote coherent development sympathetic to the heritage significance. Also encourage the restoration and adaptive reuse of heritage items.	Medium	Review existing heritage controls and modify as necessary to protect the significant heritage character of the village.	Implement relevant heritage controls and monitor development applications to evaluate their effectiveness	SMRC – Strategic Planning and Development Assessment units - Councils Heritage Consultant	
<b>Planning Priority 10 – Protect and enhance the scenic landscape of the Region</b>						
10.1	Identify significant landscape areas as scenic protection areas in the LEP	Medium	Identify relevant areas of scenic importance in LEP and DCP as	Review development applications in these areas	SMRC – Strategic Planning and	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
	and DCP		necessary	to ensure adequate landscape protection.	Development Assessment units	
10.2	Prepare a Rural Land Use Strategy which considers the visual importance of the rural landscapes throughout the region.	Immediate	Prepare and publically exhibit draft Rural Land Use Strategy	Rural Land Use Strategy adopted by Council and endorsed by DPIE	SMRC – Strategic Planning unit	
10.3	Council will implement planning controls that influence the form and scale of permissible development in rural areas.	Medium	Implement controls which limit potential visual impact of rural development through LEP and DCP controls	Monitor development applications and revise controls as necessary	SMRC – Strategic Planning and Development Assessment units	
<b>Planning Priority 11 – Identify protect and encourage restoration of specific areas of environmental values in the Snowy Monaro Region</b>						
11.1	Review the Rural Land Use Strategy and Biodiversity Study to inform zone and additional local provisions in preparation of LEP.	Short	Implement relevant planning controls in new LEP	Monitor relevant development applications and review controls as necessary	SMRC – Strategic Planning and Development Assessment units	
11.2	Finalise and implement a comprehensive Koala Plan of Management.	Medium	Liaise with DPIE on the amendment of SEPP 44 and finalise KPoM for adoption by Council, take relevant steps to implement.	Monitor implementation and review periodically.	SMRC – Strategic Planning unit & DPIE	
11.3	Provide planning controls to protect rivers and waterways from pollution.	Short	Implement planning controls to encourage development within a close proximity to waterways to have a neutral or beneficial impact on water quality	Monitor development applications within 100m of major waterways and 40m of minor waterways	SMRC – Strategic Planning and Development Assessment units	
11.4	Investigate options for domestic animal management.	Medium	Investigate best practise mechanisms to encourage better management of domestic animals such as cat	Implement the most appropriate mechanisms.	SMRC – Environmental Health and Compliance units	



No.	Actions	Timeframe	Implementation (how do we achieve this action?)	Monitoring (how do we know it is working?)	Responsible Unit/Agency	Action Completed
			containment areas.			
11.5	Council will liaise with NSW Government on the delivery of a new Koala SEPP.	Short	Contact DPIE to assist with an update of SEPP 44 particularly to get a more accurate list of feed trees that reflect our local population of Koalas habits.	Revised SEPP 44 is published by the NSW Government and allows for finalisation of KPOM	NSW Government – DPIE SMRC – Strategic Planning	
<b>Planning Priority 12 - Move towards a carbon neutral future</b>						
12.1	Conduct an audit of Council greenhouse gas emissions to determine areas for improvement.	Short	Analyses Council emissions and report on areas of improvements	Continually monitor Council emissions to measure improvements	SMRC – various sections	
12.2	Review and update DCP provisions to ensure sustainability outcomes for subdivisions are improved.	Medium	Review an update controls as necessary.	Monitor development applications.	SMRC – Strategic Planning and Development Assessment units	
12.3	Increase the quantity and diversity of trees and plants in public spaces, parks and streets.	Ongoing	Increase canopy cover in public spaces.	Aerial imagery and ground surveys.	SMRC – Open Space and Recreation unit	
12.4	Encourage best practice stormwater management in new developments including use of rainwater tanks for capture and use for non-potable purposes.	Short	Encourage best practice water sensitive urban design through planning controls.	Monitor development applications.	SMRC – Strategic Planning and Development Assessment units	
12.5	Investigate agroforestry in the region and the role it could play in offsetting carbon emissions.	Short/ Medium	Analyse potential of agroforestry in the Rural Land Use Strategy and make recommendations of planning controls based on findings.	Final Rural Land Use Strategy adopted by Council.	SMRC – Strategic Planning	



Table 6 Funding

No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
1.1	Prepare a detailed Rural Land Use Strategy	Yes	Rural Land Use strategy to be prepared by staff within existing resources.	Budgeted within existing Council resources such as staff wages	8010
1.2	Preparation of a consolidated LEP which prevents the fragmentation of agricultural and resource lands, but facilitates rural related development and value add agriculture.	Yes	Consolidated LEP and Rural Land Use Strategy to be prepared by staff within existing resources. Further studies maybe required, anticipated costs \$100,000	Funding from Council revenue out of Strategic Planning Budget 2020/21 and 2021/22	8010
1.3	Council will investigate agri-tourism opportunities around the corridor identified in figures 17 and 25 of the LSPS and recommend land uses that maximise innovation and diversification potential in local farming.	Yes	Rural Land Use Strategy to be prepared by staff within existing resources.	Budgeted within existing Council resources such as staff wages	8010
1.4	Council will investigate potential intensive agricultural precincts and planning controls to facilitate productive developments.	Yes	Rural Land Use Strategy to be prepared by staff within existing resources.	Budgeted within existing Council resources such as staff wages	8010
1.5	Advise intending purchasers of rural land about the priorities for agriculture through Section 10.7 Planning Certificates.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	
2.1	Preparation of Employment Lands Study to Identify quantum of industrial and employments lands required to grow	Yes	\$100,000	Funding sourced from strategic planning budget 2019/20	8010
2.2	Review planning controls to encourage shared office space collaboration to anticipate a more mobile and flexible workforce.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
2.3	Prepare a detailed plan for the upgrading of	No	Updated plan for polo flat and	NSW Government Grants and	8010



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
	Polo Flat in Cooma to encourage further industry investment.		Cooma CBD Masterplan approximate cost \$150,000 in addition to staff resources	Council revenue.	
2.4	Identify key government owned sites in the major towns throughout the region which could be used new business and industry investment.	Part	Undertaken by staff within existing resource allocation and Cooma' CBD Masterplan approximate cost \$100,000	Council revenue	8010
2.5	Develop a CBD Masterplan for Cooma to provide strategic direction to the town centre of Cooma.	No	Cooma' CBD Masterplan approximate cost \$100,000	Council revenue	8010
2.6	Identify key sites or locations in Cooma where new business or industry with a large floor area requirement could locate.	Part	Undertaken by staff within existing resource allocation and Cooma' CBD Masterplan approximate cost \$100,000	Council revenue	8010
2.7	Investigate options for Berridale town centre to improve amenity and aesthetics in the Settlements Strategy.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	
3.1	Review the current and potential use of the Alpine Way KNP access corridor to ensure that land use planning controls are appropriate to allow tourism activity.	Yes	Potentially part of the Snowy Mountains SAP area \$2.4 million funded by NSW Government	NSW Government Funding	8010
3.2	Investigate future tourism funding options that include tourism levies.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	
3.3	Jindabyne Masterplan to identify those issues and changes that are required in planning to enable growth and diversification in tourism development and to provide a lead for planning reform across the region.	Yes	Part of the Snowy Mountains SAP area \$2.4 million funded by NSW Government	NSW Government Funding	8010
3.4	Council will increase year round tourism to Jindabyne and the Snowy Mountains by	Part	Undertaken by staff within existing resource allocation. Part	NSW Governments grants and SAP related funding	8010



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
	providing a diverse range of tourism activities.		of the Snowy Mountains SAP. Further strategic planning such as trails masterplan to be costed		
4.1	Develop an LEP and supporting planning documents which respond to the individual needs of various communities/landscapes/localities	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
4.2	Continue to review land use/environmental planning instruments proposed by State Government and provide feedback/seek exclusion where necessary	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
4.3	Council will prepare a Settlements Strategy that provides planning direction for the unique towns and villages of the region utilising the planning priorities and objectives identified in this document.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
4.4	Introduce planning controls which encourage diverse alpine architecture with best practice environmental outcomes.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
4.5	Review zone structure for Berridale town and surrounding growth possibilities.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
4.6	Develop a Structure Plan for Michelago to provide forward planning and strategic direction for its growth.	No	\$150,000	Council general revenue	
4.7	Council will prepare a Rural Land Use Strategy which provides strategic direction responding to the diverse rural landscapes across the region.	No	\$90,000	Council general revenue	
4.8	Prepare site specific development control plan chapters to enhance and maintain the	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
	unique character of the Snowy Monaro Villages.				
5.1	Council will rezone land in the greenfield development areas in accordance with the Staging and Sequencing Plan identified in the Settlements Strategy	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
5.2	Council will monitor, review and update the Settlements Strategy to ensure sufficient housing is delivered to meet community needs and demand	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
5.3	Consider the final Go Jindabyne Masterplan and work with the Community and NSW Government on implementing positive outcomes that achieve this priority.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
5.4	Encourage the development of adaptable housing through relevant planning policies and controls	Yes	Anticipated costs to be covered by Go Jindabyne Masterplan funding	NSW Government	8010
5.5	Council will provide well planned rural residential sites in appropriate locations in accordance with Land Use Strategies and the Regional Plan	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
5.6	Council will implement planning controls which limit potential land use conflict between rural residential areas and primary production lands.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
6.1	Council to develop a Regional Integrated Transport Strategy.	No	Anticipated cost \$100,000	Council revenue or Grant funding from NSW Government	
6.2	Council to develop and implement a Foot and Shared Paths Strategy	No	Anticipated cost \$50,000	Council revenue or Grant funding from NSW Government	
6.3	Council to develop and implement a	No	Anticipated cost \$50,000	Council revenue or Grant funding	



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
	Pedestrian Access and Mobility Plan.			from NSW Government	
6.5	Investigate and support the re-use of the Bombala Rail Way Line.	Yes	\$1 million from NSW Government for Canberra – Eden Rail Line Feasibility	Funding from 2019/20 Recreational Planning budget \$1 million from NSW Government	
6.6	Engage with NSW Government to facilitation improvements for: <ul style="list-style-type: none"> <li>○ Monaro Hwy</li> <li>○ Kosciuszko Road</li> <li>○ Delegate Road</li> <li>○ Polo Flat Road</li> <li>○ Bobeyan Road</li> <li>○ Black Lake Road</li> <li>○ Springfield Road</li> </ul>	Part	unknown	NSW Government funding	
6.7	Develop Jindabyne and ski fields Access and Parking Strategy as part of Jindabyne Masterplan.	Part	Potentially part of the Snowy Mountains SAP area \$2.4 million funded by NSW Government	NSW Government Funding	8010
6.8	Investigate heavy vehicle alternative route options for Cooma, Bombala and Berridale.	Part	Bombala heavy vehicle route feasibility funded, Bombala and Cooma unfunded.	NSW Government and Council revenue	
6.9	Investigate ways to make the Cooma CBD safe and accessible for pedestrians and more permeable to traffic	No	Cooma CBD Masterplan anticipated cost \$100,000	Council revenue	8010
6.9	Upgrade amenity of Maybe Street.	Part	Unknown	NSW Government funding	
7.1	Implement new Bushfire Prone Lands (BFPL) map accurately reflecting bushfire risk including the risk posed by grasslands across the Snowy Monaro.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
7.2	Implement flood planning controls based on flood risk management plans for Berridale, Bombala, Bredbo, Cooma and Michelago.	Yes	Funded through grant funds from OEH	Funded through grant funds from OEH	



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
7.3	Planning decisions are to consider the compatibility of land uses with natural hazards, with careful consideration given to sensitive land uses such as hospitals, schools and aged care facilities.	No	\$100,000	Funded through general Council revenue	8010
7.4	Work with Snowy Hydro to use flood data to inform planning decisions around Lake Jindabyne and Eucumbene.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
7.5	Council to develop an Integrated Water Cycle Management Plan.	Yes	\$150,000	Budgeted within existing Council resources	8010
7.6	Update Council's development controls, policies, guidelines and public domain projects to improve water efficiency in response to drought and water availability.	Yes	Undertaken by staff within existing resource allocation	Undertaken by staff within existing resource allocation	
8.1	Create a policy document which outlines population change scenarios for the region.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
8.2	Undertake a water options study for Michelago.	Yes	\$120,000	\$60,000 NSW Government grant funding \$60,000 Council Water Wastewater budget.	
8.3	Evaluate infrastructure needs for growing communities such as Jindabyne and Berridale and work with the NSW Government to provide the required infrastructure for growing communities.	No	Unknown	NSW Government funding, SAP funding and development contributions	8010
8.4	Plan for, and encourage growth in areas with infrastructure capacity through strategic planning documents such as the Settlements Strategy.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
8.5	Develop a business investment portfolio for	Yes	Undertaken by staff within	Budgeted within existing Council	



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
	the region and a policy to attract long term residents.		existing resource allocation	resources such as staff wages	
8.6	Work with electricity providers to investigate the most effective means of increasing system capacity in Berridale.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	
8.7	Investigate upgrade options for Berridale's sewerage treatment plant for anticipated growth levels.	No	unknown	NSW Government funding sources, Council revenue and potentially development contributions	
8.8	Investigate potable water options for Old Adaminaby.				
9.1	Undertake an Aboriginal Heritage Study for the region.	No	Anticipated cost \$100,000	Council general revenue	8010
9.2	Review development controls for Bombala and Delegate with regards to streetscape amenity, built form, heritage significance, and visual amenity.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
9.3	Review the planning controls relating to Heritage Conservation Areas in Cooma	Part	Undertaken by staff within existing resource allocation. May require specialised heritage advice (anticipated cost \$40,000).	Budgeted within existing Council resources such as staff wages. Any required specialist advice would be sourced from strategic planning budget	8010
9.4	Develop a Heritage Strategy for the Snowy Monaro Region	Yes	Undertaken by staff within existing resource allocation.	Budgeted within existing Council resources such as staff wages	8010
9.5	Work with Eden Aboriginal Land Council and Delegate Progress Association to progress the Bundian Way project.	No	unknown	Funding to be sourced from Council revenue and NSW Government grants	8010
9.6	Implement a Heritage Conservation Area over Maybe Street in line with Bombala Heritage Study.	Yes	Undertaken by staff within existing resource allocation.	Budgeted within existing Council resources such as staff wages	8010



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
9.7	Implement a Heritage Conservation Area over the main street of Delegate to maintain the heritage character of the town.				
9.8	Review heritage controls in Nimmitabel to ensure they promote coherent development sympathetic to the heritage significance. Also encourage the restoration and adaptive reuse of heritage items.	Part	Undertaken by staff within existing resource allocation. May require specialised heritage advice (anticipated cost \$40,000).	Budgeted within existing Council resources such as staff wages. Any required specialist advice would be sourced from strategic planning budget	8010
10.1	Identify significant landscape areas as scenic protection areas in the LEP and DCP	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
10.2	Prepare a Rural Land Use Strategy which considers the visual importance of the rural landscapes throughout the region.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
10.3	Council will implement planning controls that influence the form and scale of permissible development in rural areas.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
11.1	Council will review the Rural Land Use Strategy and Biodiversity Study to inform zoning and additional local provisions in preparation of LEP.	Yes	Undertaken by staff within existing resource allocation and additional research expertise \$70,000	Budgeted within existing Council resources such as staff wages and 2019/20 strategic planning budget	8010
11.2	Council will finalise and implement a comprehensive Koala Plan of Management.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
11.3	Council will provide planning controls to protect rivers and waterways from pollution.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
11.4	Council will investigate options for domestic animal management for Jindabyne.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
11.5	Council will liaise with NSW Government on the delivery of a new Koala SEPP.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
12.1	Conduct an audit of Council greenhouse gas emissions to determine areas for	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	



No.	Action	Funding	Approximate Cost	Funding Source/Potential Funding Source	Cost Centre
	improvement.				
12.2	Review and update DCP provisions to ensure sustainability outcomes for subdivisions are improved.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
12.3	Increase the quantity and diversity of trees and plants in public spaces, parks and streets.	No	unknown	Council general revenue, development contributions and NSW Government funding	
12.4	Encourage best practice stormwater management in new developments including use of rainwater tanks for capture and use for non-potable purposes.	Yes	Undertaken by staff within existing resource allocation	Budgeted within existing Council resources such as staff wages	8010
12.5	Investigate agroforestry in the region and the role it could play in offsetting carbon emissions.	Yes	Undertaken by staff within existing resource allocation. \$90,000 approx. for relevant research analysis	Budgeted within existing Council resources such as staff wages	8010



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#### 9.4.1 QUARTERLY BUDGET REVIEW STATEMENT (QBR) TO DECEMBER 2019

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Key Direction:	4. Leadership Outcomes
Delivery Plan Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Operational Plan Action:	11.2.2 Provision of statutory reporting enables our leaders to make decisions on Council's financial sustainability
Attachments:	1. Quarterly Budget Review - December 2019
Cost Centre	4010 Financial Services

#### EXECUTIVE SUMMARY

Council adopted its 2020 Operational Plan on the 20 June 2019, including details of Estimated Income and Expenditure.

The quarterly budget review statement for the period ended 30 September 2019 was reported to Council on the 21 November 2019.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Receive the quarterly budget review statement (QBR) for the period ended 31 December 2019; and
- B. Authorise the adjustments to the Council's budgeted Income & Expenditure, Capital Expenditure and Cash & Investments as shown in the QBR.

#### BACKGROUND

Clause 203 (1) of the *Local Government (General) Regulation 2005* (the Regulations) requires a council's responsible accounting officer to prepare and submit a QBR to the governing body of council.

The attached report covers proposed variations to the original budget and includes a review of Council's;

- Operating income and expenses,
- Capital budget, and,
- Cash and investments

The report also includes a statement by the responsible accounting officer regarding the unsatisfactory projected net operating result and recommended remedial action.

Overall there is a positive impact of \$223k to the Net Operating Result before Capital Items from \$5.980 mil Original Budget to \$5.757 mil (Project Year end Result)).

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## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

This report provides a summary of Council's financial performance to aid decision making for Council's financial sustainability and ability to deliver services to the community.

### **2. Environmental**

It is not considered that the recommendations will have any environmental impacts.

### **3. Economic**

Refer to the attached report for the details of the revised budget estimates for operating income and expenditure, capital expenditure and cash and investments / reserve balances.

### **4. Civic Leadership**

Council's operational plan sets out its achievements, goals and revenue policy, including estimated income and expenditure. The QBR plays an important role in monitoring council's progress against the plan and the ongoing management of Council's annual budget.

The 2019 budget was adopted under Council Resolution 228/19 (on 20 June 2019).

The September quarterly budget review statement was adopted under Council Resolution 432/19 (on 21 November 2019).

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Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

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Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**31 December 2019**

It is my opinion that the Quarterly Budget Review Statement for Snowy Monaro Regional Council for the quarter ended 30 September 2019 indicates that Council's projected financial position at 30 June 2020 remains unsatisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

This opinion is based on the following factors;

1. The estimated net operating result before capital grants and contributions is improved by \$223 thousand however remains in deficit by \$5.76 million.
2. Net operating deficits continue to impact council's ability to fund asset renewals to the same level that they are depreciating. As with the former shire council's prior to merger, this impacts the ability of council to meet the 100% asset renewals benchmark with the negative impact of operating losses to cash reserves.

Proposed remedial action to deal with this position include;

A focus on improving the profitability of business units that are currently being subsidised.  
For example recommendations currently being implemented following the Aged Care review.  
Business unit profitability is currently being reviewed as part of the 2021 annual budget process.

Cost and efficiency saving opportunities are currently being implemented including;  
Corporate Information System implementation  
Organisational redesign  
Infrastructure revaluations resulting in depreciation savings  
Tenders for insurance and banking

Review of internal resource allocation to grant funded and capital works projects.

A focus on staff leave management plans to reduce employee leave liability provisions and prevent a net operating cost of climbing leave balances.

Other opportunities are under review as part of the 2021 operating plan in progress as well as a focus on setting realistic goals for projects. The impact of carrying forward large amounts from previous years affects both short and long term forecasting.

**Signed:** \_\_\_\_\_

**Date:** 6/02/2020

Matt Payne  
Responsible Accounting Officer



Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 December 2019

**Income & Expenses - Council Consolidated**

(\$000's)	Original Budget 2019/20	Approved Changes		Revised Budget 2019/20	Variations for this Dec Qtr		Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Sept QBR						
<b>Income</b>									
Rates and Annual Charges	31,589			31,589				31,589	29,328
User Charges and Fees	14,505			14,505				14,505	5,749
Interest and Investment Revenues	1,928			1,928	35	1		1,963	838
Other Revenues	1,872		9	1,881	50	2		1,931	680
Grants & Contributions - Operating	19,603		180	19,783	41	3		19,824	497
Grants & Contributions - Capital	13,862		(3,170)	10,692	205	4		10,897	8,303
Net gain from disposal of assets	903			903	967	5		1,870	1,098
<b>Total Income from Continuing Operations</b>	<b>84,262</b>	<b>-</b>	<b>(2,981)</b>	<b>-</b>	<b>81,281</b>	<b>1,298</b>		<b>82,579</b>	<b>46,493</b>
<b>Expenses</b>									
Employee Costs	28,021		72	28,093	828	6		28,921	16,218
Borrowing Costs	290		5	295				295	38
Materials & Contracts	19,763	-	582	20,345				20,345	7,684
Depreciation	19,272			19,272				19,272	-
Other Expenses	8,446		118	8,564	42	7		8,606	5,311
<b>Total Expenses from Continuing Operations</b>	<b>75,792</b>	<b>-</b>	<b>777</b>	<b>-</b>	<b>76,569</b>	<b>870</b>		<b>77,439</b>	<b>29,251</b>
<b>Net Operating Result from Continuing Operation</b>	<b>8,470</b>	<b>-</b>	<b>(3,758)</b>	<b>-</b>	<b>4,712</b>	<b>428</b>		<b>5,140</b>	<b>17,242</b>
Discontinued Operations - Surplus/(Deficit)				-				-	
<b>Net Operating Result from All Operations</b>	<b>8,470</b>	<b>-</b>	<b>(3,758)</b>	<b>-</b>	<b>4,712</b>	<b>428</b>		<b>5,140</b>	<b>17,242</b>
<b>Net Operating Result before Capital Items</b>	<b>(5,392)</b>	<b>-</b>	<b>(588)</b>	<b>-</b>	<b>(5,980)</b>	<b>223</b>		<b>(5,757)</b>	<b>8,939</b>



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Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details	
<b>1</b>	<b><i>Interest and Investment Revenues</i></b>	
	Special Dividend - Southern Phone	35,000
<b>2</b>	<b><i>Other Revenues</i></b>	
	Increased income from Fuel tax rebate	50,000
<b>3</b>	<b><i>Grants &amp; Contributions - Operating</i></b>	
	2019-20 Weeds Action Program - QPRC	41,000
<b>4</b>	<b><i>Grants &amp; Contributions - Capital</i></b>	
	Crown Reserves Grant - Bombala Caravan Park	77,831
	Crown Reserves Grant - Nimmitabel Showground	127,595
		<b>205,426</b>
<b>5</b>	<b><i>Net gain from disposal of assets</i></b>	
	Profit on Sale of Southern Phone Equity	567,000
	Proceeds of Sale of Land - Polo Flat Road Cooma	400,000
		<b>967,000</b>
<b>6</b>	<b><i>Employee Costs</i></b>	
	2019-20 Weeds Action Program	41,000
	<i>Residential Aged Care Adjustments</i>	
	Award increase prior year back payment	74,000
	2020 Budget increase to accommodate award increase	165,000
	Additional staff for projects: Royal Commission and New Aged Care Quality Standards	178,000
	New positions to improve staff ratio in direct response to non-compliance	222,000
	Increase to overtime and allowances correlated with increased staffing	148,000
		<b>828,000</b>
<b>7</b>	<b><i>Other Expenses</i></b>	
	Unexpected Industrial Relations Investigations	37,000
	Development Assessment - Ongoing Legal Matters	155,000
	ACAR Application Consultants (Residential Aged Care)	50,000
	Consultants - Building Condition Assessments deferred	(200,000)
		<b>42,000</b>



Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Capital Budget Review Statement**

Budget review for the quarter ended 31 December 2019

**Capital Budget - Council Consolidated**

(\$000's)	Original Budget 2019/20	Approved Changes		Revised Budget 2019/20	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Sept QBRs					
<b>Capital Expenditure</b>								
- Plant & Equipment	5,278	478	49	5,805			5,805	2,085
- Software	3,672			3,672			3,672	1,651
- Land & Buildings	1,066	4,402	1,439	6,907	385	1	7,292	1,888
- Roads, Bridges, Footpaths	5,885	5,952		11,837			11,837	5,320
- Water & Sewer	16,470			16,470	66	2	16,536	379
- Other infrastructure	4,234	3,976	2,242	10,452	10	3	10,462	593
Loan Repayments (Principal)				-			-	
<b>Total Capital Expenditure</b>	<b>36,605</b>	<b>14,808</b>	<b>3,730</b>	<b>-</b>	<b>55,143</b>		<b>55,604</b>	<b>11,916</b>
<b>Capital Funding</b>								
Grants & Contributions	17,695	247	(3,170)	14,772	205		14,977	781
Restricted Cash Reserves	18,007	14,561	6,900	39,468	256		39,724	10,037
Receipts from Sale of Assets								
- Plant & Equipment	903			903			903	1,098
- Land & Buildings				-			-	
<b>Total Capital Funding</b>	<b>36,605</b>	<b>14,808</b>	<b>3,730</b>	<b>-</b>	<b>55,143</b>		<b>55,604</b>	<b>11,916</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>



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Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details	
1	<b>Capital Expenditure - Land &amp; Buildings</b>	
	Crown Reserves Grants - Bombala Caravan Park	77,831
	Crown Reserves Grants - Nimmitabel Showground	127,595
	Delegate Preschool Compliance Report CR487/19	29,980
	Aged Care Compliance Audit	150,000
		<b>385,406</b>
2	<b>Capital Expenditure - Water &amp; Sewer</b>	
	CR44/19 Watermain Project Bredbo	66,000
3	<b>Capital Expenditure - Other Infrastructure</b>	
	Development of Bundian Way - Delegate	10,000



Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Cash & Investments Budget Review Statement**

Budget review for the quarter ended 31 December 2019

**Cash & Investments - Council Consolidated**

(\$000's)	Original Budget 2019/20	Approved Changes		Revised Budget 2019/20	Variations for this Dec Qtr	Notes	Projected Year End Result	2019 Actual figures
		Carry Forwards	Sept QBRS					
<b>Externally Restricted <sup>(1)</sup></b>								
Section 94 Developer Contributions Combined	1,793		(80)	1,713			1,713	1,793
Section 64 Developers Contributions Water Combined	2,493			2,493			2,493	2,493
Section 64 Developers Contributions Sewer Combined	1,980			1,980			1,980	1,980
Hostel Entry Contributions- Snowy	419			419			419	919
Hostel bonds - Yallambee	2,896			2,896			2,896	3,178
Crown Land	983		(502)	481			481	1,284
Unexpended Grants Reserve	1,321			1,321			1,321	5,304
Other Contributions	-			-			-	81
HACC Vehicle Replacement - combined	458			458			458	458
Kamoto-Cooma Friendship Scholarship Fund	44			44			44	44
Boco Rock Contributions	279			279			279	337
Combined Water Supply Works Reserve	18,197		(32)	18,165	(66)	1	18,099	17,042
Combined Sewerage Works Reserve	15,811		(28)	15,783			15,783	19,349
Domestic Waste Management Reserve	4,971		(2,204)	2,767			2,767	4,896
<b>Total Externally Restricted</b>	<b>51,645</b>	<b>-</b>	<b>(2,846)</b>	<b>-</b>	<b>(66)</b>		<b>48,733</b>	<b>59,158</b>
<sup>(1)</sup> Funds that must be spent for a specific purpose								
<b>Internally Restricted <sup>(2)</sup></b>								
Employee Leave Entitlement	3,067			3,067			3,067	3,067
Plant Replacement	-			-			-	2,245
Quarry Operations	850			850			850	685
Uncompleted Works & Projects	-			-			-	1,801
Other Internal Reserves	15,006	(14,561)	(445)	-	1,030	2	1,030	
Waste Services (Non Domestic)	-		193	193			193	998
Deposits, Retentions & Bonds	682			682			682	682
Yallambee Lodge Building & Equipment	5,405		(4,390)	1,015	(987)	3	28	1,047
Unexpended Grants - Merger Implementation	788			788			788	4,460
Unexpended Grants - Stronger Communities	1,105			1,105	(10)	4	1,095	11,092
Former Bombala LGA	702			702			702	1,810
Former Snowy LGA	-			-			-	731



<b>Total Internally Restricted</b> (2) Funds that Council has earmarked for a specific purpose	27,605	(14,561)	(4,642)	-	8,402	33	8,435	28,618
<b>Unrestricted</b> (ie. available after the above Restrictions)	-		-		-		-	(5,745)
<b>Total Cash &amp; Investments</b>	<b>79,250</b>	<b>(14,561)</b>	<b>(7,488)</b>	<b>-</b>	<b>57,201</b>	<b>(33)</b>	<b>57,168</b>	<b>82,031</b>



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Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Cash & Investments Budget Review Statement**

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$82,030,638

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 02/01/20

**Reconciliation Status**

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

**\$ 000's**

Cash at Bank (as per bank statements)	4,124
Investments on Hand	77,907

<b>Reconciled Cash at Bank &amp; Investments</b>	<b>82,031</b>
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<b>Balance as per Review Statement:</b>	<b>82,031</b>
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Difference:	-
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Budget Variations being recommended include the following material items:

<b>Notes</b>	<b>Details</b>	
1	<b>Combined Water Supply Works Reserve</b>	
	CR44/19 Watermain Project Bredbo	(66,000)
2	<b>Other Internal Reserves</b>	
	Consultants - Building Condition Assessments deferred	200,000
	Increased income from Fuel tax rebate	50,000
	Profit on Sale of Southern Phone Equity and Special Dividend	602,000
	Unexpected Industrial Relations Investigations	(37,000)
	Proceeds of Sale of Land - Polo Flat Road Cooma	400,000
	Development Assessment - Ongoing Legal Matters	(155,000)
	Delegate Preschool Compliance Report CR487/19	(29,980)
		<b>1,030,020</b>
3	<b>Yallambee Lodge Building &amp; Equipment</b>	
	Compliance Audit and ACAR Application Residential Aged Care	(200,000)
	Residential Aged Care Employment Cost Adjustments	(787,000)
		<b>(987,000)</b>
4	<b>Former Bombala LGA</b>	
	Development of Bundian Way Delegate	(10,000)



Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 December 2019

**Part A - Contracts Listing** - contracts entered into during the quarter;

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)
Mike Ritchie and Associates Pty Ltd	Compost Facility EIS	228,000	03/10/19	18 months	Y
Tonkin Consulting Pty Ltd	Cooma Landfill Final Contour and Filling Plan	21,890	02/10/19	3 months	Y
McMahons Earthmoving Pty Ltd	2019-20 Weed Control Services	131,120	17/10/19	12 months	Y
Rippers Rural Services	2019-20 Weed Control Services	93,500	17/10/19	12 months	Y
Stone Bros Forestry and Rural Co	2019-20 Weed Control Services	93,500	17/10/19	12 months	Y
Semco Equipment Sales	New Motor Grader PSA Class 15	421,630	18/10/19	Until Delivery	Y
Ausroad Systems Pty Ltd	6x4 Cab Chassis Truck	412,238	18/10/19	Until Delivery	Y
Cooma Steel Co Pty Ltd	East Jindabyne Fire Brigade Shed Construction	350,000	29/11/19	24 weeks	Y
Ignite Architects Pty Ltd	Yallambee Lodge Extension	286,185	23/12/19	TBA	Y
RD Miller Pty Ltd	Bombala STP Augmentation & Upgrade	11,500,000	01/11/19	56 weeks	Y



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Snowy Monaro Regional Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	453,350	Y
Legal Fees	228,036	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.



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#### 9.4.2 ANSWERS TO QUESTIONS WITH NOTICE

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Secretary Council and Committees
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	1. In Progress Councillor Questions for Period Ending December 2019
Cost Centre	3120 Governance
Project	
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

In order to provide Councillors with updates on questions asked by Councillors, a report has been generated with a summary of questions that are current and have recently been completed, for the period ending December 2019.

The Councillor Questions In Progress for the period ending December 2019 is attached to this report.

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

#### OFFICER'S RECOMMENDATION

That Council receive and note the Councillor Questions In Progress report for the period ended December 2019.

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## SMRC Councillors' Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
2	05 April 2018	21.4	<b>Disability Friendly Premises for Council Meetings</b> Councillor John Castellari Question: Could Council identify disability friendly premises for our meetings so that we are inclusive of all our population?	Group Manager Facilities Management	<p>31/01/2020 – GH: Draft building inspection reports received and being reviewed. Following receipt of final reports in February cost estimates will be requested for identified issues and will be submitted to Council for consideration in March.</p> <p>03/12/2019 – GH: Audit continuing and report due February 2020.</p> <p>31/10/2019 – LN: Compliance audit for building (81 Commissioner Street) underway. Report due February 2020.</p> <p>30/09/2019 – GH: Council currently considering premises in Vale St OR the potential to upgrade the Commissioner St premises. RFT currently out to undertake Compliance Inspection of the Commissioner St premises.</p> <p>27/08/2019 – GH: Lease of premises in Vale St is being considered for Council Meetings.</p> <p>24/07/2019 – GH: Alternate options are still being discussed at ELT.</p> <p>02/07/2019 – GH: Alternate options are being discussed at ELT.</p> <p>03/06/2019 – GH: Still being reviewed.</p>	N



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					<p>02/05/2019 – GH: Awaiting GM/Director advice on proposed ground level floor plan alterations including Council Chambers relocation to Finance area.</p> <p>After exploring the option of providing a chair lift for the Council Chambers, staff are developing options for an alternate space for Council meetings. A report will be provided to Council soon.</p> <p>30/10/2018 – GH: Supplier inspected proposed stairwell 17/10, with preference for the public entry stairwell due to clearance issues in the internal stairwell from the ground floor. This option prevents access to disabled toilets. Waiting for finalised report from Technician.</p> <p>31/08/2018 – GH: Price estimate for installation of wheel chair lift to public entry stairwell requested. Continuing EOI process for new civic centre.</p> <p>21/08/2018 – GH: Council has resolved to investigate a new Civic Centre in Vale St. Call for EOI for master plan and concepts is currently out with suitable architectural firms and two site meetings have been conducted. Interim solution for "accessible" meeting is the use of the library or multi-function center – neither have available webcasting capabilities. Staff are investigating feasibility of a platform wheelchair lift for the current chambers.</p> <p>16/08/2018 – DC: Action reassigned to Glen Hines by: Debbie Constance.</p>	



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					11/08/2018 – DC: A report will be presented to Council on changes required to make the existing building compliant and other possible premises under Council's ownership. – Ongoing.	
57	15 Nov 2018	18.3	<b>Delegate School of Arts, Drainage</b> Councillor Anne Maslin What is the time frame for repair work to be done on gutters and downpipes to improve drainage at the Delegate School of Arts?	Group Manager Facilities Management	31/01/2020 – GH: Design engineer will provided final design and costs for the SoA early Feb including drainage and storm water. It is expected to proceed with new toilets and pathways with funds allocated by Council last year.  03/12/2019 – GH: Site meeting with design engineer scheduled for 04/12/19.  29/10/2019 – GH: RFT being prepared for construction of toilets and to be put on Vendor Panel in November. Awaiting outcome of SCC3 application for other works.  30/09/19 – GH: SCCF Round 3 Grant application submitted for upgrade works in line with compliance report recommendations 27/08/2019 – GH: Council resolved to fund construction of new toilets. Facilities staff to project manage this. L&P staff to prepare SCCF 3 application for improvement works as scoped by the building compliance reports.  24/07/2019 – GH: August report to Council and preparation of Grant Application.	N



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					<p>01/07/2019 – GH: Report received early this week. Application for funding under SCCF Round 3 to be prepared in line with report recommendations. Report will be tabled at August Council meeting.</p> <p>03/06/2019 – GH: Awaiting Building Inspection report.</p> <p>02/05/2019 – GH: Scope is much greater than repairs to gutter and downpipes. Council allocated \$50K for a building inspection and projects scope with report expected in May. A Fire inspection was carried out by Council staff which identified a significant amount of recommendations to achieve compliance. Following receipt of the building inspection report and estimates, funding for upgrades and repairs will be sought either through Council Reserves or available Grants. Facilities only hold \$10K in Capital Project funding for both School of Arts and Pre-School combined.</p> <p>02/04/2019 – GH: Crown advised that owner is SMRC (former BSC) and this was not clear due to an administrative error at time of transfer. This excludes Council from pursuing funding for the toilets through Crown Land. Inspection and planning as per below to continue as planned and Staff will investigate funding possibilities and present to Council.</p> <p>26/02/2019 – GH: Council resolved to allocate \$50K (21 March) to undertake building inspection and developing scope of works for drainage works and project management. Land and Property liaising with Crown regarding boundary</p>	



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					<p>adjustment or establishing easement to facilitate drainage works. Grant application to be submitted to Crown for installation of public toilets and rear of block (est \$80K+).</p> <p>29/01/2019 –GH: Awaiting Crown Land advice on boundary adjustment. Investigation ongoing with the scope to be included under Major Projects team undertaking the street drainage works.</p> <p>03/12/2018 – GH: Group Manager Facilities, Commercial Land Officer and Bombala Property Maintenance Officer attended the Delegate School of Arts 27/11/18, meeting with Committee Members and inspecting the building and grounds. Staff are preparing a scope that will be shared with the Major Projects team undertaking the street drainage works and if possible be packaged into this body of work with funds already allocated in the Facilities capital projects for this facility.</p>	
112	20 June 2019	12.6	<p><b>Bobeyan Road</b> Councillor Lynley Miners Question: With the announcement of the 20 million for Bobeyan Road in the spare budget, we should be shovel ready to take this money. Are we ready?</p> <p>If not, what is our time frame?</p> <p>Who is in charge – Council or RMS?</p>	Group Manager Transport Infrastructure (Operations)	<p>24/01/2020 –AW: Transport for New South Wales (TfNSW) will be administering the funds for this project. Council will be required to work closely with TfNSW on the project and provide progress Reports. Council has received and signed a Funding Agreement and Plan on 18/12/2019. The funding is to be provided over a four year period with the initial \$1M provided for the 2019/20 FY. Working with Snowy Valley Council the next stage is the development of a Project Delivery Plan that lines to meet the agreed funding milestones.</p> <p>29/11/2019 – GS: Update from a conversation between RMS Director Southern Region and the SMRC CEO on Wednesday 27 November 2019</p>	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					<p>confirmed Council are not expected to apply for the \$20M allocated to Bobeyan Road. RMS are in the process of transferring the funds to their Operational Expenditure to allow the initial tranche of funds to be released. Current discussions/planning with Snowy Valleys Council is considering a joint/staged project rollout over a four (4) year program of works. There is no formal agreement yet on how/when the Bobeyan Road Upgrade is to be delivered.</p> <p>31/10/2019 – GS: The Deed of Agreement has still not been received by Council.</p> <p>25/09 2019 – GS: The Minister for Regional Transport and Roads has been requested to provide an update on when a Deed of Agreement will be released. To date there has been no response and therefore this project cannot be progressed to “shovel ready” status. Council staff continue to make requests for confirmation on funding commitments for both Bobeyan Road (\$20M) and the upgrades to the gravel road network (\$17.5M); without success at this time.</p> <p>27/08/2019 – GS: There has been no progress on preparing Bobeyan Road to “shovel ready” status. Council still wait for confirmation from State Government of the funding source, timeframe for availability of the \$20M and reporting obligations aligned with the grant fund.</p> <p>24/07/2019 – GS: The section of Bobeyan Road between Snowy Mountains Highway and Shannons Flat Road has been identified as</p>	




No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					<p>possible routes for returning Heavy Traffic from the Snowy 2.0 construction site. Council staff are working with Snowy Hydro and Snowy 2.0 to determine the scope of works required that will ensure both Bobeyan and Shannons Flat Road, including the bridges, are capable of accommodating proposed traffic levels without detriment to existing traffic i.e. School Buses.</p> <p>The State Government confirmed \$20M for the upgrade of Bobeyan Road from the Snowy Mountains Highway to the ACT Border over a 4 year period; the State Government also committed \$1,432,713 for the upgrade of a further 25% (approximately 4km) of the unsealed section of Shannons Flat Road.</p> <p>This project is not Shovel Ready and the scope will be determined by a Survey &amp; Design.</p> <p>A decision has not yet been made on who will undertake works once a design has been approved; this could be either RMS or Council.</p> <p>26/06/2019 GS: Bobeyan Road is a Council Road currently classified as a Collector, so will not involve the RMS as a Road Maintenance Authority.</p> <p>John Barilaro MP announced in a media release on the 18<sup>th</sup> June 2019 \$20 million to seal Bobeyan Road.</p> <p>It is expected that funding and conditions will follow shortly. Staff are aware of the issues to be addressed on Bobeyan Road and have started planning following this announcement, but this funding will also be required to bring the project to a shovel ready status.</p>	
119	19 September 2019	12.3	<p><b>Townsend Street Jindabyne</b></p> <p>Councillor Castellari:</p> <p>Question: Could staff please look into the</p>	Group Manager Transport Infrastructure	<p>06/02/2020 – GS: Action complete. There will be no further comment until the next financial year.</p>	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
			possibility of increasing the number of lights on Townsend Street Jindabyne? Residents, including young women, older people and mothers with children have commented that they do not feel safe walking along the street at night. This is especially so at the end of Townsend Street farthest from the highway.	(Operations)	<p>03/12/2019 GS: No further update.</p> <p>31/10/2019 – GS: Currently this work is not factored into the 2019/2020 financial year and, if this were to be prioritised, that would be to the detriment of an existing (approved) project.</p> <p>27/09/2019 – GS The issue of street lights along Townsend Street, Jindabyne was inspected by staff on Thursday 26 September 2019. There are six lights currently installed separated by distance as follows: Light 1 and 2 – 89 metres. Light 2 and 3 – 71 metres. Light 3 and 4 – 103 metres. Light 4 and 5 – 126 metres. Light 5 and 6 – 82 metres. As displayed in the picture below, the available street lighting is inadequate to cover the whole of Townsend Street and fails to provide sufficient light between street lights. To resolve this a major project would be required and the energy provider engaged to determine scope, design, costs and implementation. Currently this work is not factored into the 2019/2020 financial year and, if this were to be prioritised, that would be to the detriment of an existing (approved) project.</p>	



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
						
124	17 October 2019	12.6	<b>Werralong Road</b> Councillor John Rooney Question: When will Werralong Road be gazetted and maintained as a public road as previously agreed by Council?	Group Manager Transport Infrastructure (Operations)	<p>28/01/2020 – AW: Currently Councils Solicitor is preparing the section 30 agreements for the affected landowners. Once completed an application will be submitted to the Office Of Local Government for approval.</p> <p>29/11/2019 – GS: At the meeting of Council on Thursday 21 November, Councilors approved the acquisition and gazettal of Werralong from the Constance/Cherry boundary through to the Snowy River. Staff are preparing a submission to the Minister/Valuer General to approve the acquisition process.</p> <p>31/10/2019 – GS: An updated report will be prepared for the November Council meeting. A meeting has been requested by one of the complainants with the GM and Director Environment &amp; Sustainability. Correspondence has also been received from the daughter of one of the landowners who has recently passed. The outcomes of these discussions and correspondence are being factored into an updated report for consideration at the November meeting of Council.</p>	N



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
126	17 October 2019	12.8	<b>Storm water Drain in Michelago</b> Councillor John Rooney Question: What progress has been made on remediating the storm water drain running through two properties in Michelago Village?	Group Manager Transport Infrastructure (Operations)	<p>28/01/2020 – AW: A report provided by Public Works Advisory on possible solutions is currently being assessed. A report on workable options will be provided to Council when Completed.</p> <p>29/11/2019 – GS: A report is being submitted to the Council meeting of 19 December 2019 that will provide an update on the issue of storm water drainage through two properties in Michelago Village.</p> <p>31/10/2019 – GS A meeting with the affected property owner took place on Wednesday 23 October 2019. This reiterated an agreement from a previous meeting with Councillor Rooney the Group Manager and the property owner that any decision and/or remediation work was incumbent on his son allowing survey work to be undertaken on the property. A more detailed analysis of flood mitigation measures through this property is being progressed and that analysis report will be available in November 2019.</p>	N
127	17 October 2019	12.9	<b>Grading Povey's Road</b> Councillor John Rooney Question: Would it be possible for Council to grade 1.5kms of Povey's Road known as Old Ravenswood Road?	Group Manager Transport Infrastructure (Operations)	<p>28/01/2020 – AW: The proposed MOU is currently under negotiation.</p> <p>29/11/2019 – GS: The issue of Poveys Road was considered by Council at the meeting of 21 November 2019. Following the resolution to NOT acquire the section of Poveys Road classified as Crown Road, staff are now negotiating with Crown Lands to establish an MOU that would allow Council to maintain the Crown Road Section with all maintenance costs to be recovered from residents.</p>	N



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					31/10/2019 – GS: A report will be submitted for Council consideration in relation to Povey's Road at the November meeting of Council.	
130	21 November 2019	12.2	<b>Feral Cat Control</b> Councillor Brian Old Question: Can there be something done about the feral cats at the Jindabyne tip?	Group Manager Environmental Management	21/1/2020 – MR: The tip operator at Jindabyne will be undertaking trapping of feral cats. Once a cat is caught it will be checked for a microchip. If it is privately owned, Council's standard seizure procedures will be implemented. If the cat is found to be feral it will be humanly euthanized.  02/12/2019- GM: The Supervisor of Jindabyne landfill has made contact with Council's Ranger for the Jindabyne area to commence a trapping and removal program.	Y
131	21 November 2019	12.3	<b>Roads</b> Councillor Sue Haslingden Question: Can Council investigate developing a policy that it does not consider developments / big approvals that do not have access to a Council road?	Group Manager Transport Infrastructure (Operations)	04/02/2020 – PS: Both the Cooma-Monaro and Snowy River LEP's have specific clauses about "Essential Services" which includes provision of adequate and suitable vehicular access. Although the Bombala LEP doesn't include such a clause, it is still a requirement to consider under Section 4.15 (former Section 79C) of the Environmental Planning and Assessment Act matters such as suitability of the site for a particular development and any 'public interest' matters. Provision of coinciding legal and practical access is such a consideration. Council's Development Control Plans also include details of access requirements. It is apparent that at least some of the issues with access are resulting from historic developments which may have been approved prior to the introduction of more stringent controls.  29/11/2019 – GS This issue will be discussed with planning to determine how	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					or if the current policy needs to be amended. An update from those discussions will be available to the first meeting of Council in 2020.	
132	19 December 2019	12.1	<b>Water at Eucembene Cove</b> Councillor Sue Haslingden Question: Why was the water tank at Eucembene Cove emptied today – a day of total fire ban – with no warning to the 34 residents, some who had building works in progress and thought their fire management plans were active and in place. Very concerned residents were only alerted to no water when trying to turn on taps.	Manager Water & Wastewater	14/01/2020 – PS: The reservoir was not emptied. Reservoir has to be flushed regularly as pipework is gal iron and corroded. Flushing can agitate corrosion and cause air pockets, which don't take long to clear. Flushing can also create a 'back flow' event which may explain 'no water'. At no stage was the village without water. Reservoir is kept at a minimum of 80% capacity. The reservoir is around 400,000L and serves 12 properties. It is a non-potable water supply.	Y
133	19 December 2019	12.2	<b>Berridale Flood Work and Memorial Park</b> Councillor Sue Haslingden Question: Can the Berridale Historical Society, RSL Sub Branch and Community be confident that no works be commenced within the Memorial Park until further investigation and community consultation?	Group Manager Facilities Management	14/01/2020 – PS: A further report was put to Council in February but has been deferred to March due to staff deployment to assist with fire and other urgent times. No further action will occur until a council resolution is made.	N
134	19 December 2019	12.3	<b>Relationship Between Jindabyne, Bombala and Cooma Council Office</b> Councillor John Last Question: We advise that we have a client required a certificate under Section 68 Part B(3) of the Local Government Act 1993. A certificate to operate a septic system on rural land. On attendance at the Cooma Office our client was told they could not provide that certificate as it was at the Jindabyne office.  Unbelievably our client was told they had to	Acting Director Environment & Sustainability	21/01/2020 –GM: The matter has been investigated and staff queried on this matter. This type of information is readily available across all offices via electronic means.	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
			<p>travel to the Jindabyne Office to obtain a copy of the document.</p> <p>Surely in this day and age the Jindabyne office could of either copied the certificate and faxed it through or alternatively sent it through to the Cooma office electronically while our client waited at the counter.</p> <p>We demand that you look into this situation and resolve it as it is totally impracticable and in no way expresses any efficiency that is operating within Council</p>			
135	19 December 2019	12.4	<p><b>Security Guard at Council Meetings</b></p> <p>Councillor John Last</p> <p>Question: Why do we still have a security guard at our Council Meetings?</p>	Acting Director Corporate & Community Services	04/02/2020 – DR: The security guard is in place based on a Council resolution made on 06 September 2018 (315/18). This was based on a confidential report. There is nothing to indicate that the situation has changed since the time of that report.	Y
136	19 December 2019	12.5	<p><b>Watering of Main Street Trees and Plants</b></p> <p>Councillor Anne Maslin</p> <p>Question: Can Council arrange to water the new trees and plants in Bombala's Main Street, Forbes Street and Therry Street, given the fact they have been planted in adverse, hot conditions.</p> <p>As yet there is apparently no provision for ongoing watering of the plants.</p> <p>This will be a long, hot summer period. Could Council furthermore ensure that the water is drawn from the Bombala River, not from the town drinking water supply.</p>	Manager Open Space & Recreation	14/01/2020 – JK: Staff are aware of the need to water the plants in the new garden beds as well as the trees planted in outlying villages.	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
137	19 December 2019	12.6	<p><b>Action for Resolution 310/19 - NSW Government Funding of \$6.5 Million</b> Councillor Anne Maslin Question: In the interest of transparency, when will Council make formal approach in writing to the NSW Government to action resolution 310/19:</p> <p><b>NSW Government Funding</b> That Snowy Monaro Regional Council lobby the NSW Government for a grant of \$6.5 million to cover the outstanding costs of amalgamating the Cooma Monaro, Snowy River and Bombala Shire Councils and reduce the current deficit.</p> <p>It is noted that although an informal approach has been made in October, nothing so far has been resolved from the NSW Government.</p>	Acting Director Corporate & Community Services	<p>04/02/2020 – DR: The matter will involve discussions and lobbying as part of the process of improving the probability of success. It is difficult to determine an exact date of when the matter will move to a more formal level, particularly due to the impacts of the fires across the state, which have taken a large part of the focus of the NSW government recently.</p> <p>Updates are included with the relevant resolution action update.</p>	Y
138	19 December 2019	12.7	<p><b>Michelago Creek Bridge</b> Councillor John Rooney Question: A. What was the outcome of the RFT/RFQ process to upgrade Ryrie Street and construct a bridge over Michelago Creek? What are the next steps to be taken on this project? When will the matter come to Council for consideration?</p>	Group Manager Transport Infrastructure (Operations)	<p>14/01/2020 – PS: The hydro modelling consultants have been in regular contact through the process. Initial results suggested a raised culvert crossing was going to have a significant flood impact and would likely wash away due to channeled water flow in this area. The consultants are continuing to model the bridge and will also model a low culvert/causeway design to be overtopped in flood events. They are on track to provide their report by the end of January/early February.</p>	Y
139	19 December 2019	12.8	<p><b>Cooma Taxi Rank - Vale Street</b> Councillor John Rooney Question: There have been some issues with the Cooma Taxi Rank in Vale Street Cooma. The signage is small, faded and difficult to see.</p>	Group Manager Transport Infrastructure (Operations)	<p>14/01/2020 – PS:</p> <ul style="list-style-type: none"> <li>Street signs replaced on 20/09.</li> <li>Bench seats near wall were removed many years ago. Replacement will be a budget and works request for 2020/2021.</li> </ul>	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
			There are no longer any bench seating available so the public and taxi drivers can use them.  Coverage is needed for the drivers and the taxis. Can something be done about these?		<ul style="list-style-type: none"> <li>Existing seating and cover structure is still there.</li> <li>No plans to build a structure over the road or footpath to provide cover for taxis on Vale Street.</li> </ul>	
140	19 December 2019	12.9	<b>Headwater for Cooma Water Supply</b> Councillor Sue Haslingden Where is the headwater for Cooma's water supply (within SMRC)?	Acting Director Operations & Infrastructure	<p>16/12/2019 – PS: The headwater catchment of the Murrumbidgee River above Cooma is approximately 1810 km<sup>2</sup>. (471 km<sup>2</sup> above the Tantangara Dam Wall and 1339 km<sup>2</sup> below the Tantangara Dam Wall).</p> <p>SnowyHydro is required by their Water Licence to maintain a flow of 32 megalitres per day (ML/D) at the Mittagang Crossing gauging station which is downstream of the Cooma water treatment plant. (This question was asked by Clr Haslingden prior to the 19 December 2019 Council Meeting.)</p>	Y
141	19 December 2019	12.10	<b>Cooma Water Allocation</b> Councillor Sue Haslingden How much water is Cooma allocated from the Murrumbidgee and elsewhere?	Acting Director Operations & Infrastructure	<p>16/12/2019 – PS: Cooma is licensed to extract 2134 ML/Year from the Murrumbidgee River at the Mittagang Crossing (CWTP). (This question was asked by Clr Haslingden prior to the 19 December 2019 Council Meeting.)</p>	Y
142	19 December 2019	12.11	<b>Cooma Annual Water Consumption</b> Councillor Sue Haslingden Please confirm ALL of Cooma's annual water consumption (which includes Monbeef and the saleyards etc) for the last 5 years.	Acting Director Operations & Infrastructure	<p>16/12/2019 – PS: Cooma's total water consumption for the past 5 years is as follows:</p> <p>2014-15 - 1040.39ML = 48% of Extraction Entitlement</p> <p>2015-16 - 1147.96ML = 53% of Extraction Entitlement</p> <p>2016-17 - 1086.96ML = 51% of Extraction Entitlement</p> <p>2017-18 - 1086.81ML = 51% of Extraction Entitlement</p>	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					2018-19 - 1077.59ML = 50% of Extraction Entitlement (This question was asked by Clr Haslingden prior to the 19 December 2019 Council Meeting.)	
143	19 December 2019	12.12	<b>Cooma Water Restrictions</b> Councillor Sue Haslingden How often has Cooma had water restrictions over the last 20 years, and to what extent (level)?	Acting Director Operations & Infrastructure	16/12/2019 – PS: Prior to the current Conserve Water advice, in the past 20 years Cooma has only had the 1 other Conserve Water notification in response to low flow conditions in the Murrumbidgee. This was for a 2 week period around 9 March 2009. Conserve water notices are not as stringent as (for example) a formal Level 1 (or higher) Water Restriction. (This question was asked by Clr Haslingden prior to the 19 December 2019 Council Meeting.)	Y
144	19 December 2019	12.13	<b>Proposed Water Consumption</b> Councillor Sue Haslingden Please confirm the proposed water consumption annually for Snowy's production plant and other new associated industries over the life of the plant (ie 5yrs?)	Acting Director Operations & Infrastructure	16/12/2019 – PS: The Concrete Segment Plant designers have advised Council that the instantaneous flow demand for the Plant is 2 litres per second. The maximum water supply demand per month is 3.8 Megalitres (ML) or 45.6 ML per year (figures from the Segment Factory EIS). For a 5 year production period this equates to 228 ML.  Residual capacity exists to meet further controlled development demand. (This question was asked by Clr Haslingden prior to the 19 December 2019 Council Meeting.)	Y
145	19 December 2019	12.14	<b>Water in Cement</b> Councillor Sue Haslingden How much water gets locked up in 1 tonne of cement?	Acting Director Operations & Infrastructure	16/12/2019 – PS: Typically, 60 litres of water is used to produce 1 tonne of concrete. (1m <sup>3</sup> of concrete weighs 2.5t requiring 150L of water to produce). (This question was asked by Clr Haslingden prior to the 19	Y



No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
					December 2019 Council Meeting.)	
	19 December 2019	12.15	<b>Snowy 2.0 Cement Manufacture</b> Councillor Sue Haslingden How many tonnes of cement are Snowy 2.0 proposing to manufacture?	Acting Director Operations & Infrastructure	16/12/2019 – PS: Unknown at this point in time. It was also proposed that some concrete would be produced from batch plants on-site for some of the activities. (This question was asked by Clr Haslingden prior to the 19 December 2019 Council Meeting.)	Y



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### 9.4.3 RESOLUTION ACTION SHEET UPDATE

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Secretary Council and Committees
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. In Progress Resolution Actions for the Period Ending December 2019
Cost Centre	3120

### EXECUTIVE SUMMARY

In order to provide Councillors with updates on resolutions of Council, a report has been generated with a summary of action that are current and have recently been completed, for the period ending December 2019.

The In Progress Resolution Action Sheet for period ending December 2019 is attached to this report.

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

#### OFFICER'S RECOMMENDATION

That Council receive and note the In Progress Resolution Action Sheet Update for the period ending December 2019.

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## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
12	15 March 2018	64/18		<p><b>Creation of road reserve over Jerangle Road through lot 6 DP 754888 at Jerangle That Council</b></p> <p>A. Accept the quotation from Bradley Surveying and Design Pty Ltd in the amount of \$9,500</p> <p>B. Agree to the expenditure of an additional estimated \$2,000 to include the closure of the corresponding section of Crown reserve road passing through lots 5 and 6 in the survey plan.</p> <p>C. Authorise the General Manager to execute the necessary documents, including the Transfer of the closed section of Crown reserve road to the landowner in compensation.</p> <p>D. Apply to the Department of Primary Industries to take the sections of Crown reserve road within Jerangle Road into Council's public road assets register.</p> <p>E. Gazette the entire length of Jerangle Road as a Council public road.</p>	Property Officer	<p>15/01/2020 - JH: A further request has been sent on 15/01/2020 to the Solicitor for an update on this item.</p> <p>28/11/2019 – JH: Have requested further update from Solicitor.</p> <p>17/10/2019 – JH: The plan of subdivision is lodged and ready for registration, as is the possessory title application for the balance of Jingera Lot 6 DP 754888</p> <p>24/09/2019 -JH: No further update from Solicitor with regard to approval from LPI.</p> <p>27/8/2019 –JH: Solicitor has advised some minor technical requisitions with the lodged plan have been dealt with by the surveyor. Solicitor now awaiting advice from LPI. Solicitor will update Council when this advice is received.</p> <p>23/7/2019- JH: Email has been sent to Solicitor requesting an update. Waiting for a response.</p> <p>01/07/2019 – JH: No further update from Solicitor. Staff will advise Council as soon as advice is received.</p>	30/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>5/6/2019-JH: Solicitor has advised that they are still waiting on discharge of mortgage and will advise Council as soon as this has taken place.</p> <p>30/4/2019 –LB: Waiting on discharge of mortgage.</p> <p>26/3/2019-JH: Solicitor has advised lodgement of the subdivision plan has been awaiting consent from NAB as they hold the mortgage over one of the affected lots. NAB has arranged the Discharge of that Mortgage – the registration of Discharge is imminent and the plan will then be lodged forthwith.</p> <p>29/02/2019 –JH: Update request sent to solicitor still waiting reply.</p> <p>30/01/2019- JH: Still waiting for update from the landowner's Solicitor.</p> <p>02/01/2019 –JH: Have sent an email request to Andrew Freer who advised they will advise when lodgement of the plan of subdivision has occurred.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>22/11/2018 –LB: Landowners solicitor has been asked for further update. Presently awaiting response.</p> <p>24/10/2018 – LB: Still waiting on landowner’s solicitor to lodge the plan – mortgagor’s consent needed.</p> <p>03/10/2018 – LB: Waiting on landowner's solicitor to lodge the plan.</p> <p>27/08/2018 – LB: Email sent to surveyor and solicitor asking for update on progress of registration of the plan.</p> <p>02/08/2018 – LB: Plan has been lodged. Email sent to solicitor acting for the other party asking for an update.</p> <p>23/07/2018 –LB: Waiting on registration of plan of subdivision.</p> <p>11/07/2018 – LB: Documents returned to surveyor for lodgement with the LPI.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>21/06/2018 – LB: All documents have been executed by Council and sent back to the surveyor for lodgement at the LPI.</p> <p>04/06/2018 – LB: Currently waiting on Subdivision Cert.</p> <p>26/05/2018 – LB: Application has been submitted to Council for Subdivision Certificate. When the Certificate is issued it will be sent along with the plan and Administration sheet to the landowners surveyor for lodgement at the LRS.</p> <p>23/04/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018.</p> <p>24/04/2018 – DC: Surveyor has been contacted and is proceeding with survey of road. The Administration sheet and the plan have been sent to Cooma office by the surveyor. When they are received Council staff will progress the matter. – Ongoing.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
16	05 April 2018	118/18		<p><b>Proposed Road Closure &amp; Sale of old Lions Park at Bombala</b></p> <p>That Council;</p> <ul style="list-style-type: none"> <li>A. Approve the partial road closure on the corner of High Street and Stephen Street Bombala so that the fence line becomes the boundary of lot 9 DP 995614;</li> <li>B. Engage the services of a land surveyor to provide a plan for the boundary adjustment;</li> <li>C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property;</li> <li>D. Readvertise the property on the open market for auction with an appropriate reserve; and</li> <li>E. Make the Report public once the matter is settled.</li> </ul>	Property Officer	<p>15/01/2020 - JH: The Surveyor has advised that he is hoping to have the consolidation plan ready for the end of January 2020.</p> <p>28/11/2019 – JH: Surveyor advised the plan of consolidation is being prepared and should be completed by January 2020.</p> <p>17/10/2019 - JH: Plan has been registered for the road closure and a request for a plan of consolidation has been requested to finalise this project.</p> <p>24/09/2019- JH: Surveyor enquiring with LPI as to status of this registration.</p> <p>27/08/2019-JH: The plan has been submitted to the Land Registry Service for registration.</p> <p>23/07/2019-JH: Email sent to Surveyor requesting an update. Waiting on a response.</p> <p>01/07/2019 –JH: Awaiting Subdivision Plans from Land Registry Service.</p> <p>05/06/2019–JH:</p>	28/02/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Subdivision documents are being lodged by the Surveyor and once returned, the process to combine into one Lot and DP will begin</p> <p>30/04/2019 – SA: Planning Staff actioning the subdivision this week.</p> <p>26/03/2019 –JH: Still waiting return of subdivision certificate from Council.</p> <p>29/02/2019 – JH: Plans with Council waiting for return of subdivision certificate.</p> <p>30/01/2019 – JH: Plan is with Council and waiting for return of Subdivision Certificate.</p> <p>02/01/2019 – JH: Plans are lodged with Council for Subdivision Certificate waiting return of Certificate.</p> <p>21/11/2018 – JH: 28 day notification period has ended. Council has received 8 submissions for the proposed closure. All submissions received had no objections with the proposed closure. Responses sent to those who made submissions advising of this. Documents have been prepared to close this council public road</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>reserve: Subdivision Certificate has been sent for processing.</p> <p>25/10/2018 – JH: The Submission period ends 8 November 2018, some submissions have been received from adjoining landowners and the authorities, these submissions have been with no objection to the closure.</p> <p>25/10/2018 – JH: The Submission period ends 8 November 2018, some submissions have been received from adjoining landowners and the authorities, these submissions have been with no objection to the closure.</p> <p>05/10/2018- JH: Letters have been sent to adjoining landowners with notification of the proposed closure and notification letters to the authorities are being prepared. The advertisement has been placed in the Monaro Post for 11 October and 25 October. The 28 day period for submissions ends on 8 November. Submissions will be reviewed and the correct process followed.</p> <p>03/10/2018 – LB: Notifications sent out to commence road closing.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>27/08/2018-LB: Plan has been received. There are issues with a previous resumption which has not been registered on title. When these issues are sorted out and the notification period for road closing has expired, and the resumption issues have been resolved then the plan will be registered and the land will be listed for sale.</p> <p>02/08/2018 – LB: Spoke to surveyor this week and he has promised to get the plan to me within the week.</p> <p>23/07/2018 – LB: Still waiting on plan for boundary adjustment.</p> <p>11/07/2018- LB: Still waiting on plan from surveyor. Contact with the surveyor revealed that there were issues with the road alignment and he was working on it.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 30 Jun 2018 To: 30 Sep 2018.</p> <p>21/06/2018 – LB: Surveyor has confirmed that Council will receive the plan etc. in about two weeks.</p> <p>04/06/2018 – LB:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Currently waiting on survey plan for road closing. 23/05/2018 – LB: Waiting on plan.  23/04/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018.  23/04/2018 – LB: Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available.		
19	19 April 2018	147/18	16.9	<b>Compulsory Acquisition of Lot 13 DP 239506 - Access to Jindabyne Sewerage Treatment Plant, Jindabyne Landfill and Sewer Pump Station 6</b> 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 Landfill and Sewer Pump Station 6.	Land & Property Officer	15/01/2020 – LB: Follow up with Public Works revealed that an enquiry has been placed with Crown Lands and we are expecting the invoice to be issued shortly.  28/11/2019 – LB: Follow-up with Public Works revealed that the invoice still has not been received.  28/10/19 – LB: Email from Public Works confirmed that the valuation was received and sent to Primary Industries. Invoice is yet to be received for payment.  30/09/2019- JH:	25/02/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				C. Dedicate the land as Public Road in accordance with the Roads Act 1993 D. Note minerals are to be excluded from this acquisition E. Note this acquisition is not for the purpose of resale F. Make the necessary applications to the Minister for Local Government and the Governor G. Authorise the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.		No further update from Public Works at this stage.  02/09/19 – LB: Confirmed with Public Works that receipt of an invoice for compensation has not yet been received.  26/07/19 – LB: Still waiting on invoice.  01/07/19 – LB: Waiting on receipt of invoice for compensation of the land acquisition.  31/05/2019 – LB: Valuation has been received by Public Works. PW will forward to Council after reviewing the valuation.  30/04/2019 – LB: Still waiting for the valuation from the Valuer General.  27/03/2019 – LB: Waiting for the Valuer General to send an invoice for the value of the land.		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>04/03/2019 – LB: Land has been gazetted to Council.</p> <p>30/01/2019 – LB: This property will be gazetted to Council in February 2019.</p> <p>22/11/2018 – LB: Council has been advised that gazettal of the transfer of the stock route to Council will take place in February 2019. Roads, Waste and Waste Water have been notified.</p> <p>24/10 2018 – LB: Minister's consent to the acquisition has been received and we are now progressing to finalise the matter by 30 November 2018. Council has been notified by Public Works that OLG has approved acquisition and we are currently waiting on gazettal and notification from the Valuer General for the cost.</p> <p>03/10/2018 – LB: Waiting on Valuer General's valuation of the land.</p> <p>27/08/2018 – LB: This matter is still waiting on consent from the OLG.</p> <p>02/08/2018 – LB:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>This matter is still with the Governor.</p> <p>23/07/2018 – LB: Waiting on reply from the OLG.</p> <p>11/07/2018 – LB: Application is with the OLG and we should receive word from the Valuer General within the next month with respect to purchase price.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 21 May 2018 To: 21 Oct 2018.</p> <p>21/06/2018 – LB: Application has been sent to OLG for consent.</p> <p>04/06/2018 – LB: This matter has been submitted to the Dept of Local Gov. for consent.</p> <p>23/05/2018 – DC: Application has been submitted to the Dept of Local Government for consideration. Ongoing.</p> <p>01/05/2018 – LB: Dept. Finance notified of Council resolution and as soon as the Mayor signs the page of the Minutes containing the resolution it will be sent to Dept. of Finance to follow up with Application to the Minister and the Governor.</p>		

In Progress Action Sheet for Period Ending December 2019

12



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
20	07 May 2018	162/18	11.1	<p><b>Proposal to Realign the Barry Way Jindabyne and to Address Issues with the Intersections of Barry Way with Eagle View Lane and Bungarra Lane</b></p> <p>That Council</p> <p>A. Approve the proposal to realign The Barry Way over the constructed road from the intersection with MR286 to the boundary of the national park.</p> <p>B. Approve the proposal to apply to the Crown to transfer those sections of The Barry Way which are Crown reserve road to Council.</p> <p>C. Authorise staff to negotiate with landowners for acquisition of the constructed Barry Way and, where possible, to offer to close corresponding sections of paper road and to dedicate the land to the landowner in compensation.</p> <p>D. To engage the services of a surveyor to identify those sections of the Barry Way which are not on line with the constructed road.</p> <p>E. To acquire any Crown land upon which the Barry Way has been constructed through the process of</p>	Land & Property Officer	<p>20/01/2020 – LB: Waiting on response from landowner on Eagle View Road. He resides in Tasmania.</p> <p>28/11/2019 – LB: Waiting on amended plan from surveyor. Landowner is under the impression that the Crown will grant a right of way over the TSR. An email has been sent to the Crown asking for clarification as the Crown has always maintained that they will not approve a right of way over the TSR.</p> <p>A letter has been sent to the landowner over whose property Eagle View Lane passes notifying him of the Council resolution and requesting that he contact the Land and Property Officer.</p> <p>28/10/19 – LB: NSW ALC has confirmed that they are prepared to consent the acquisition of land (TSR) by relinquishing the claim over the road 20m wide. They have requested an amended plan prior to consent being given for the acquisition. The surveyor is currently amending the plan. Letter has been sent to Local Land Services seeking</p>	01/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>the Land Acquisition (Just Terms Compensation) Act 1991 through the authority of the Roads Act 1993.</p> <p>F. Authorise the General Manager to execute any documents necessary to complete the project.</p> <p>G. Authorise the expenditure and allocate an amount of \$135,000 in the 2018/19 year Budget with funding to be provided from Stronger Communities Project PP-219 (Undertake project to align the road with road reserves).</p>		<p>consent to the acquisition but no reply has been forthcoming at this time.</p> <p>30/09/2019-JH: Communicating with NSW Aboriginal Land Council with regard to a parcel of Crown Land required for this access.</p> <p>02/09/19 – LB: Realignment of Barry Way at the intersection of Bungarra Lane has commenced. Eagle View Lane Intersection will be addressed within the next month.</p> <p>26/07/19 – LB: Survey plan has been received. Negotiation with landowners to commence shortly.</p> <p>01/07/19 – LB: Survey plan still not received. When the plan is received, negotiations with affected landowners will commence.</p> <p>31/05/2019 – LB: Surveyor has completed survey to Moonbah Bridge. He is currently checking his calculations and expects to be able to send it to Council within a week.</p> <p>30/04/2019 – LB:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Survey and plan is still underway with the surveyor.</p> <p>27/03/2019 – LB: No further update.</p> <p>04/03/2019 – LB: Survey is ongoing. Surveyor has given assurance that work is progressing.</p> <p>30/01/2019 – LB: No further update. It is anticipated that the survey work will be ongoing for approx. 12 months.</p> <p>22/11/2018 – LB: No further update. It is anticipated that the survey work will be ongoing for approx. 12 months</p> <p>24/10/2018– LB: Surveyors are presently working on identification plan.</p> <p>03/10/2018- LB: Keven Spain engaged to carry out survey.</p> <p>27/08/2018 – LB Surveyor selected and work to progress shortly.</p> <p>07/08/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>02/08/2018 – LB: Call for expressions of interest from local land surveyors. Submissions currently being considered.</p> <p>23/07/2018 – LB: No EOI s received by due date. All surveyors were contacted and were given an extension of time to submit their EOI. Closing date is 27/7.</p> <p>11/07/2018 – LB: Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7.</p> <p>21/06/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2018 To: 06 Jun 2019.</p> <p>21/06/2018 – LB: Draft specification with Group Manager Transport and Infrastructure for approval.</p> <p>04/06/2018 – LB: The specification is currently been developed for the work to be carried out by the surveyor. Council will call for expressions of interest to carry out the work.</p> <p>23/05/2018 – LB:</p>		



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Specification being developed to seek quotations from suitably qualified land surveyors.		
29	21 June 2018	<b>253/18</b>	22.3	<b>Council Property - Town View, Waterworks Hill, Bombala</b>  That Council A. Approve the proposal to demolish the residence located on lot 1 DP 1216130 B. Serve notice on the tenant to vacate the premises in accordance with the Residential Tenancy Act. C. Engage the services of a suitably qualified contractor to demolish the residence, clear the site and dispose of any asbestos in accordance with the EPA Act; and	Water & Wastewater Manager  Land & Property Officer	14/01/2020 – AS: Still waiting on the Bombala/Delegate Water Options Study Report – expected finalisation April 2020.  03/12/2019 MR: Ongoing.  28/10/2019 – MR: Waiting on finalisation of Bombala/Delegate Water Options Study Report on the refurbishment/replacement of the Bombala Water Treatment Plant.	30/04/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				D. Authorise the expenditure and allocate an amount in the 2018 Financial Year Budget with funding to be provided from the Former Bombala LGA Reserve.		<p>02/10/2019 – MR: W&amp;WW is waiting on the finalisation of the Bombala/Delegate water supply options report so that a decision can be made around incorporating the demolition of the cottage in the potential rebuild/rehabilitation of the BWTP and associated site. The preferred option is to have the demolition/removal, timing and cost of the cottage be a component of the \$15M grant funding to improve Bombala's and Delegate's water supplies.</p> <p>02/09/2019 – RP: The power and sewerage services have been disconnected and water service is being disconnected from the house. Once the disconnection of services is completed, quotes will be sourced for the demolition of the house based on the outcome of the option assessment of the water treatment plant.</p> <p>26/08/2019 – RP: Awaiting on Options Study Report from GHD. It is anticipated the report will be received mid-August. Removal of the cottage will form part of the Bombala Water Treatment Plant refurbishment or replacement.</p> <p>26/07/2019 – MR:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Awaiting on Options Study Report from GHD. It is anticipated the report will be received mid-August.</p> <p>Removal of the cottage will form part of the Bombala Water Treatment Plant refurbishment or replacement.</p> <p>01/07/2019 – MR: Power and water being disconnected. OSSM connections being investigated. House won't be demolished until the Options Study- Bombala Water Treatment Plant has been finalised.</p> <p>31/05/2019 – LB: Council's Water and Wastewater Department is currently seeking quotations to demolish the cottage.</p> <p>30/04/2019 – LB: Planning to demolish the cottage is underway.</p> <p>27/03/2019 – LB: Tenant has found alternative accommodation and has been given an extension to 7 April to move out of the cottage at Bombala Waterworks.</p> <p>04/03/2019 – LB: Tenant has until 31 March 2019 to vacate the premises.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>30/01/2019 – LB: Disadvantaged housing in Delegate must be advertised. This is currently being done and the tenant will be given an additional written reminder to vacate.</p> <p>10/12/2018 – LB: Tenant has been notified that alternative housing has been found for him in Delegate. The accommodation in Delegate is managed by Council and the house needs work before anyone moves in. This work will take approx. 1 month so it is intended to give the tenant at the Waterworks cottage notice to vacate when the work is completed.</p> <p>24/10/2018 – LB: Commercial Land &amp; Property Officer investigating availability of housing in Delegate for tenant.</p> <p>08/10/2018 – LB: Enquiries currently being made to Southern Cross Housing re consideration of tenant at Waterworks cottage for disadvantaged housing at either Bombala or Delegate.</p> <p>03/10/2018 – LB:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Looking into disadvantaged housing for tenant in either Bombala or Delegate.</p> <p>27/08/2018 – LB: Enquiries made of real estate agents if they have any properties for rent in Bombala. Emailed tenant details to access assistance with rental bond.</p> <p>02/08/2018-LB: Currently working with tenant to find suitable alternative accommodation.</p> <p>23/07/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 29 Sep 2018 23/07/2018 – LB: Still waiting on tenant finding new premises. Council has supplied a letter saying that he has always paid his rent on time. 23/07/2018 – LB: Tenant has been notified and is looking for new premises. Council resolution not to proceed to demolish the cottage until tenant has found new tenancy.</p>		
30	21 June 2018	255/18		<p><b>Request to Purchase Council Land in Percy Harris Street Leesville</b></p> <p>That Council</p> <p>A. Approve the release of proposed lots 14, 15 and 16 at Leesville</p>	Property Officer	<p>15/01/2020 - JH: This item is now completed under the below resolution 483/19:</p> <p>That Council</p>		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>Industrial Estate</p> <p>B. Engage the services of an independent valuer to value the three properties</p> <p>C. Advertise the sale of lots 14, 15 and 16 through local real estate agents and Council's website, and;</p> <p>Authorise the expenditure and allocate an amount of \$42,000 in the 2019 Financial Year Budget with funding to be provided from Property Reserves</p>		<p>A. Approve for Lots 14, 15 and 16 at Leesville Industrial Estate to be sold off the plan via Public Auction;</p> <p>B. Authorise the Chief Executive Officer to establish the reserve price for Lots 14, 15 and 16 at Leesville Industrial Estate ahead of the auction, and to negotiate with the highest bidder should the property fail to meet the Reserve;</p> <p>C. Authorise for the Chief Executive Officer to select the Agent to carry the sale;</p> <p>D. Authorise the Chief Executive Officer to undertake all negotiations for the sale of Lots 14, 15 and 16 at Leesville Industrial Estate; and</p> <p>E. Authorise the Chief Executive Officer to execute all legal documents and contracts for the Sale of Lots 14, 15 and 16 at Leesville Industrial Estate.</p> <p>28/11/2019 – JH: Requested quotes from Real Estates for sale by Auction. A report to Council being prepared with regard to selling lots off the plan.</p> <p>17/10/2019 – JH: Waiting on design plan from Surveyor for the modification of DA document to be completed so that conditions of same can be addressed.</p> <p>24/09/2019 – JH:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Waiting on the modification for the DA to be received so that any works required can be carried out to enable the subdivision to be registered and the sale commenced.</p> <p>02/09/19 – LB: D/A Conditions need to be assessed and completed.</p> <p>26/07/19 – LB: Modification will be released shortly.</p> <p>01/07/19 – LB Still waiting on approval of Modification of Consent to amend stages of the development. Modification expected to be released shortly.</p> <p>31/05/2019 – LB: Waiting on approval of Modification of Consent.</p> <p>30/04/2019 – LB: Application has been submitted for modification of the D/A to amend the stages of the subdivision.</p> <p>27/03/2019 – LB: Modification of D/A has been prepared for lodgement to amend the stages of the subdivision.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>04/03/2019 – LB: Plan of subdivision has been received at Council. Subdivision certificate has been applied for.</p> <p>30/01/2019– LB Plan has not been received at this stage. Surveyor has been reminded.</p> <p>22/11/2018 – LB: Surveyor has agreed to have the plan completed by the end of January 2019</p> <p>24/10/2018 – LB: Surveyor has been reminded that we need the plan.</p> <p>03/10/2018 – LB: Waiting on plan.</p> <p>27/08/2018 – LB: Awaiting plan from surveyor. As soon as plan is received expressions of interest will be sought from real estate agents in order to select a real estate agent to place the properties on the open market.</p> <p>07/08/2018 – LB: Revised Target Date changed by: Lyn Bottrill From: 23 Jul 2018 To: 31 Oct 2018</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>02/08/2018 – LB: Waiting on valuation of land from valuer.</p> <p>23/07/2018 – LB: Surveyor has been requested to produce plan for registration of lots 14, 15, and 16. Still waiting on valuation from valuer.</p> <p>11/07/2018 – LB: Surveyor has been requested to prepare plan of subdivision to enable the plan to be registered. Value has been asked to provide sales prices for the three blocks.</p>		
57	6 September 2018	314/18		<p><b>Proposed Acquisition of Land in Cooma</b></p> <p>That Council</p> <p>A. Acquire Lots 400 and 434 DP 750535 and lot 461 DP 41999 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Local Government Act 1993 for the purpose of saleyards.</p> <p>B. That the land be dedicated as Operational land in accordance with the Local Government Act 1993</p> <p>C. That minerals be included in this acquisition</p>	Property Officer	<p>15/01/2020 - JH: Waiting on response from Crown to advise that the Special Lease will be extinguished after acquisition has been completed to finalise documents required by OLG.</p> <p>28/11/2019 – JH: A request from OLG for further information was received 9/11/2019 and the information gathered and sent to OLG 11/11/2019. Waiting for response from OLG.</p> <p>17/10/2019 – JH: Application is with the OLG for processing. No updates have been received from OLG.</p> <p>24/09/2019 – JH:</p>	8/10/2020	N

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## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>D. That this acquisition is not for the purpose of resale</p> <p>E. That the necessary applications be made to the Minister for Local Government and the Governor.</p> <p>F. That the Common Seal be affixed to all documentation required to be sealed to give effect to this resolution.</p> <p>G. That following the acquisition of the three Crown allotments, the eleven lots comprising the Cooma saleyards be consolidated into a single allotment.</p> <p>H. That this project be funded from the former Cooma Monaro Shire Council reserve fund.</p>		<p>No response from Crown Lands with request from Council to begin project. No response yet from OLG about the acquisition application. Applications traditionally take approximately 90 days to be processed.</p> <p>02/09/2019 – LB: Email has been sent to the Crown requesting permission to proceed with the truck wash.</p> <p>26/07/2019 – LB: Application to OLG imminent. Currently waiting on results of searches of Native Title Register.</p> <p>01/07/2019 – LB: Consent received from the Crown. Advertising period still current. Acquisition cannot proceed until advertising period has concluded.</p> <p>31/05/2019 – LB: Still waiting on consent from the Crown.</p> <p>30/04/2019 – LB: Update from the Crown in response to email from Council revealed that the Crown has not dealt with the matter yet.</p> <p>27/03/2019– LB: Still waiting on consent from the Crown.</p> <p>04/03/2019 – LB:</p>		



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Waiting on consent from the Crown.</p> <p>30 January 2019 – LB: Letter of notification has been prepared. Consent of Crown has been requested.</p> <p>22/11/2018 – LB: Compulsory process has been commenced. The process will take approx. 12 months to complete.</p> <p>30/10/2018 – GH: Documentation for acquisition currently being prepared. Documentation for acquisition currently being prepared.</p> <p>28/09/2019 – LB: Preliminary investigations are being carried out to commence the compulsory acquisition process.</p>		
74	4 October 2018	353/18	15.1	<p><b>Clr Castellari Notice of Motion - Rooftop Solar</b> That Council</p> <p>A. Support the Albury City Council motion regarding legislative changes to enable the implementation of a program similar to that implemented by Darebin City Council in Victoria;</p>	Chief Executive Officer / Executive Assistant to GM, Mayor & Councillors	<p>06/02/2020 – SC: No further update.</p> <p>03/12/2019 – SC: B – The CEO requested an update from LGNSW in regarding to their advocacy of behalf of the local government sector (as per resolution 100</p>	Ongoing	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Advocate for the legislative changes to local members and relevant Ministers;</p> <p>C. Carry out due diligence with a business case which includes funding options, power under current legislation that would provide solar subsidy schemes for residence and businesses within the SMRC council area; and</p> <p>D. Provide for public consultation process once the above has been carried out.</p>		<p>– Solar Buy Back - from the 2018 LGNSW Conference).</p> <p>LGNSW has made representations to the previous Minister for the Environment and Minister for Local Government prior to the latest cabinet reshuffle.</p> <p>The matter was also raised in LGNSW's submission to the Senate Standing Committee on Environment and Communications Inquiry into Treasury Laws Amendment (Improving the Energy Efficiency of Rental Properties) Bill 2108. Further to this, LGNSW also raised this matter at their liaison meeting with the Office of Environment and Heritage and will continue to advocate on the issue as opportunities arise.</p> <p>C &amp; D – No action to date.</p> <p>03/07/2019 – PB:</p> <p>A. Complete</p> <p>B. GM spoke with LGNSW and the Local Member. LGNSW have agreed to put it on their agenda.</p> <p>C. C &amp; D – no action.</p> <p>29/04/2019 – PB:</p> <p>Complete.</p> <p>B, C and D, no action to date.</p>		



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
88	1 November 2018	394/18	12.1	<p><b>Planning Proposal 461 Barry Way, Moonbah to Amend Snowy River Local Environmental Plan 2013</b></p> <p>That:</p> <p>A. The report from the Senior Strategic Land Use Planner on the Planning Proposal 461 Barry Way (Lot 101 DP 817374) be received.</p> <p>B. The Planning Proposal be submitted to the Minister of NSW Planning &amp; Environment for a Gateway Determination in accordance with Section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i>.</p> <p>C. The Department of Planning and Environment be advised that Council wishes to be issued with an authorisation to use delegation for the Planning Proposal.</p> <p>D. In the event NSW Department of Planning &amp; Environment issues a Gateway Determination to proceed with the Planning Proposal, consultation be undertaken with the community and government agencies in accordance with Schedule 1, Division 1, Clause 4 of the <i>Environmental Planning and Assessment Act 1979</i> and any</p>	Senior Strategic Land Use Planner	<p>20/01/2020 – AA: A letter has been forwarded to State Government requesting the Gateway Determination date be extended to coincide with the conclusion of the Go Jindabyne masterplan.</p> <p>02/12/2019 – AA: Still awaiting response.</p> <p>4/11/2019 – KM: Still awaiting response.</p> <p>30/09/2019 – AA: Still awaiting response.</p> <p>29/08/19 – AA: Still awaiting response.</p> <p>26/07/19 – AA: Still awaiting response.</p> <p>27/06/2019 – AA: Still awaiting response.</p> <p>30/05/2019 – AA: Further information has been requested from the proponent – awaiting response.</p> <p>01/05/2019 – AA: Advice from Office of Environment and Heritage received – awaiting further clarification.</p>	28/02/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				directions of the Gateway Determination. D.		<p>29/03/2019 – AA: Staff are still awaiting advice from Office of Environment and Heritage.</p> <p>11/03/2019 – AA: Application has been referred to the Office of Environment and Heritage as per the Gateway Determination. Will be placed on public exhibition once advice has been received from OEH – estimated to be April 2019.</p> <p>04/02/2018 – MA: The Gateway Determination has been received and the applicant contacted. Looking to progress to public exhibition and consultation with government agencies.</p> <p>20/12/2018– MA: Staff are expecting to receive Gateway Determination imminently</p> <p>06/12/2018 – MA: B. Planning proposal has been submitted to the Minister of NSW Planning and Environment for a Gateway Determination. C. Council has advised Department of Planning and Environment that Council wishes to be issued with an authorisation to use Delegation for the Planning Proposal</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						Cannot be actioned until a determination is given.		
89	1 November 2018	395/18	12.2	<b>DA Best Practice Guideline and Processing Times</b> That Council endorse the following recommendations; 1. Council staff develop a Snowy Monaro Region Development Guide that also includes a rural and regional context; 2. Increased promotion of pre-lodgement meetings with applicants and a media campaign be undertaken; 3. Creation of a user friendly information portal on Council's website; 4. Development assessment staff actively participate in the review of the consolidated LEP and DCP with the Strategic Planning Group to achieve practical workable provisions; 5. A review and report be presented to the General Manager on resourcing requirements for Building Surveying and Development Engineering staff in order to reduce development application referral times, assist with approvals relating to the issuance with Complying Development Certificates and provide efficient and timely advice to applicants;	Group Manager Development & Building Certification	03/02/2020 – JG: The Draft DA Best Practice Guideline will be presented to the March Council meeting.  02/12/2019 – JG: The Draft DA Best Practice Guideline is currently being formatted in accordance with Council's style guide. Once complete it will be presented to Council.  04/11/2019 – JG: Draft will be finalised for presentation to Council in December.  30/09/2019 – KM: Ongoing.  29/08/2019 – JG: Draft developed for presentation to council in November.  26/07/2019 – JG: To be discussed as part of the internal audit project.  01/07/2019 – JG:	30/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>6. Councillors continue to be provided with a list of applications lodged with Council on a monthly basis and a list of determined development applications on a monthly basis;</p> <p>7. Ensure that when the corporate IT platform is implemented it includes online tracking of applications and use of mobile IT platforms, to improve efficiencies in administration of development assessment and building certification processes;</p> <p>8. That checklists and guidelines are updated and expanded to ensure applicants have detailed information to ensure applications are submitted with all relevant information as required by Part 1 of Schedule 1 of the EP&amp;A Regulation (in accordance with Clause 51 of the EP&amp;A Regulation);</p> <p>9. A review be undertaken and report be put forward to Council proposing amendments to the Bombala, Snowy and Cooma DCP's to align notification requirements as being commensurate with impacts and to reduce the number of development applications being notified;</p> <p>10. That development applications be determined based on the information held at the time where an</p>		<p>1 – Being developed in anticipation of workshop and consultation with councillors.</p> <p>03/06/2019 – JG: 1 – Being developed. 3 – Portal being created as part of IT platform development. Completed. 5 – Review being undertaken as part of organisational redesign review. Completed. 9 – Completed.</p> <p>03/05/2019 – JG: 1 - Being developed 3 - Being developed 5 - Waiting for structure 6 - Report going to June meeting</p> <p>4/4/2019 – JG: 1. Being developed 2. Completed 3. Being developed 4. Completed 5. To be provided in proposed structural review of organisation 6. Completed 7. Completed. Brief for corporate system incorporates use of mobile IT platforms and DA tracking 8. Completed 9. Report being compiled and to be reported to Council May 2019</p>		

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## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>applicant has been requested to provide additional information (under Clause 54 of the EP&amp;A Regulation) but has failed to respond within 21 days; and</p> <p>11. Additional information requests be provided to applicants in a timely manner. The response time on these requests be increased from 14 days to 21 days.</p>		<p>10. Completed. Step included in DA assessment processes.</p> <p>11. Completed. Step included in DA assessment processes.</p> <p>11/03/19 – KM: Ongoing.</p> <p>01/02/2019 – JG: 1. To be developed 2. Ongoing 3. To be developed 4. To be undertaken 5. To be undertaken 6. Lists have been and will be continued to be provided 7. Ongoing 8. Completed 9. To be undertaken 10. Ongoing 11. Ongoing 20/10/2018– JG: No further update at this time</p> <p>06/12/2018 – DA: Best Practice Guideline and Processing Times is to be developed.</p>		
117	20 December 2018	575/18	10.3	<b>Proposed Acquisition of Shannons Flat Community Hall</b> That Council	Land & Property Officer	<p>20/01/2020 – LB: A report will be submitted to Council updating Councillors on the status of this matter. At present Council is paying the power bills .</p>	30/01/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>A. Agree to accept the gift of Shannon’s Flat Community Hall and approximately 800m2 of land surrounding the hall.</p> <p>B. Classify the property as “community land” upon transfer to Council.</p> <p>C. Engage the services of a surveyor to survey lot 78 DP 750527 and create a plan of subdivision of the land to excise the hall and surrounding land within the immediate fence line.</p> <p>D. Agree to bear all costs associated with the subdivision and registration of the plan including any legal costs.</p> <p>E. Fund the costs of approximately \$8,000 from former Cooma Reserves.</p>		<p>28/11/2019 – LB: Landowner has been informed that the plan has been registered. Landowner has indicated that the community has had a change of heart and no longer wishes to transfer the hall to Council. However, Council pays the insurance and power for the Hall property.</p> <p>28/10/19 – LB: Plan of subdivision has been registered. This was lodged and processed prior to discussion with the landowner who has now requested that the transfer of the land to Council be delayed.</p> <p>30/09/2019 – JH: No further update from the Landowner.</p> <p>02/09/19 – LB: Landowner has requested that this matter be placed on hold until they investigate their options.</p> <p>26/07/19 – LB: Recent discussion with the landowner resulted in Council being requested to delay the matter for the time being as the family was not sure it wanted to progress with the transfer of the property to Council.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>01/07/19 – LB: Still waiting on the plan of subdivision. Mr Luton contacted and situation explained.</p> <p>31/05/2019 – LB: Surveyor expects to be able to send plan of subdivision to Council next week.</p> <p>30/04/2019 LB: Still waiting on the plan of subdivision.</p> <p>27/03/19 – LB: Contacted the surveyor on 25 March and he agreed to prioritize the plan of subdivision.</p> <p>04/03/2019 – LB: Waiting on plan of subdivision from the surveyor.</p> <p>28/02/2019- JH: Plan for subdivision has been requested and waiting for return of plan from the Surveyor.</p> <p>30/01/2019 – LB: Mr Luton has agreed to the proposal going ahead with a signed consent. Kleven Spain has been engaged to provide a plan of subdivision to excise the hall.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
165	21 February 2019	68/19	13.9	<p><b>Parking in the laneway at the rear of the Jindabyne Town Centre</b></p> <p>That Council</p> <p>A. Approve the proposal to enter into public consultation with the shopkeepers and owners in Jindabyne Town Centre regarding changes to the laneway at the rear of the shops.</p> <p>B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.</p>	<p>Land &amp; Property Officer</p> <p>Roads Safety Officer</p>	<p>03/02/2020 – LB: Shopkeepers and shop owners in the Jindabyne Town Centre have been notified by letter that Council has been successful in securing grant funding for survey and design of the back lane.</p> <p>02/12/2019 – GH: Letter received from Transport for NSW (RMS) stating that Council has been successful in obtaining funding for survey and design work in the amount of \$ 12,500.00.</p> <p>29/10/2019 – GH: Letter forwarded to NSW RMS requesting funding for survey and design work.</p> <p>28/09/2019 – GH: Road Safety Officer, through the Local Traffic Committee, has been requested to:</p> <p>A. Initiate report to Council seeking approval to commence with the project.</p> <p>B. Investigate the survey &amp; design costs with Councils Manager Construction.</p> <p>C. Draft letter on behalf of the Director Infrastructure &amp; Operations requesting funding from RMS to cover cost of the survey and design process.</p> <p>02/09/2019 – LB: RMS is seeking funding to develop a strategy for parking and traffic movement in the laneway.</p>	31/12/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>26/07/2019 – LB: Council's Roads Safety Officer is currently working with RMS to apply for funding.</p> <p>01/07/2019 – LB: Council's Road Safety Officer is in discussion with RMS regarding the possibility of grant funding to progress this matter.</p> <p>31/05/2019 – LB: This has been revised and a report will be prepared for the July 2019 Council meeting.</p> <p>30/04/2019 – LB: Public consultations were held and a report will be presented to the June meeting of Council.</p> <p>27/03/2019 – LB: A good response was received from the shopkeepers and shop owners. Public consultation will be held at two sessions on 2 April at 2pm and 6.30pm.</p> <p>04/03/2019 – LB: Letters to go to shop owners/shopkeepers this week advising of date for public consultation.</p>		
200	21 March 2019	114/19	9.2.5	<b>Proposed Acquisition of Crown land - Part lot 209 DP 729704</b> That Council	Land & Property Officer	20/1/2020 – LB: Discussions with the Crown and the ALC are ongoing.	31/12/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>A. Acquire 3210m<sup>2</sup> of lot 209 DP 729704 by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Roads Act 1993 for the purpose of road;</p> <p>B. Include minerals in this acquisition;</p> <p>C. Make the necessary applications to the Minister for Local Government and the Governor</p> <p>D. Affix the Common Seal to all documentation required to be sealed to give effect to this resolution; and</p> <p>Request the owner of lot 6 DP 709106 to enter into a Deed of Agreement with Council requiring the owner of that land to be responsible for all costs associated with the acquisition, survey, transfer fees, solicitors fees and LRS fees etc. prior to commencing the process</p>		<p>28/11/2019 – LB: This project forms part of the project to realign the Barry Way. Investigations into Native Title and Aboriginal Land Claims revealed a number of claims over the TSR and the NSW ALC has stated that whilst it is prepared to lift the ALC over the formed road from the Barry Way through the TSR (lot 209) it will not consent to Council acquiring the 3210m<sup>2</sup>. At present Council is waiting on the plan of subdivision in order to progress the matter.</p> <p>28/10/2019 – LB: Cost agreement still has not been received. NSW ALC has confirmed that they are prepared to consent to acquisition of land (TSR) by relinquishing the claim over the road 20m wide. They have requested an amended plan prior to consent being given for the acquisition. The surveyor is currently amending the plan. Letter has been sent to Local Land Services seeking consent to the acquisition but no reply has been forthcoming at this time.</p> <p>30/09/2019 – JH: Waiting on a copy of cost agreement from landowner/developer.</p> <p>02/09/2019 – LB: Landowner/developer is currently preparing the costs Agreement.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>26/07/2019 – LB: No further update. To be followed up with landowner.</p> <p>01/07/2019 – LB: Further letter has been sent to landowner's solicitor.</p> <p>31/05/2019 – LB: Waiting on landowner's Solicitor to respond to correspondence.</p> <p>30/04/2019 – LB: Still waiting on the Deed of Agreement.</p> <p>27/03/19 – LB: Council's solicitor has been asked to provide a Deed of Agreement for the landowner to cover all costs associated with the land acquisition.</p>		
211	21 March 2019	127/19	13.2	<b>Delegate Disadvantaged Housing</b> That Council continue with the current arrangement of Facilities staff managing the tenants and maintenance on the properties pending community consultation, and bring a report back to Council.	Acting Manager - Land & Property	<p>03/02/2020 – KH: Ongoing.</p> <p>28/11/2019 – KH: Further communication to the broader community is yet to occur.</p> <p>30/10/2019 – KH: Further communication to occur with a broader cross section of community.</p>	30/06/2020	N

In Progress Action Sheet for Period Ending December 2019

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SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>30/09/2019 – KH: Acting Land and Property Manager has met with the Delegate Progress Association – they would like to have a say as to who resides in this accommodation. Survey to be sent to the residents to request feedback.</p> <p>27/08/2019 – KH: Staff to meet with some members of the community in Delegate on Thursday 29 August. Survey to be sent to each resident to complete and return.</p> <p>26/07/2019 – KH: Have made contact with the Project Team and the Communications Team about the best way to consult a broad cross-section of the community.</p> <p>01/07/2019 – KH: Ongoing.</p> <p>29/05/2019 – KH: Ongoing – Community Consultation Plan is in the draft stages.</p> <p>02/05/2019 – KH: Staff are preparing a Community Consultation Plan for the Delegate Community.</p>		



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						26/03/2019 – KH: Facilities Team to prepare a plan as to the best way to communicate with the Delegate Community.		
218	17 April 2019	142/19	9.1.3	<b>Non-Renewal of Lease - Starr Alpine Investments</b> That Council A. Approve the advertising for use of the space to a suitable health practitioner; and B. Authorise the General Manager and Mayor to execute and Affix the Council Seal to the Lease when a suitable tenant is found	Facility Officer - Snowy River Health Centre	24/01/2020 – NW: Lease submission for Ultrasound Clinic approved by Council. Lawyers are currently drafting lease.  31/10/2019 – NW: Submission reviewed by ELT and report submitted to December Council meeting.  31/10/2019 – NW: A submission has been received for rental as an ultrasound clinic. A report is being prepared for Council.  25/09/2019 – NW: Ongoing discussion with interested parties for rental as ultrasound clinic.  27/08/19 – NW: Following up with interested parties for rental to ultrasound clinic.  29/07/19 – NW: Advertising commenced.  01/07/2019 – NW:		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Further advertising to be carried out in broader market as no response received from original advertising.</p> <p>29/05/2019 – NW: Advertising underway – only one enquiry to date.</p> <p>29/04/2019 – NW: Facilities Officer preparing advertisement for lease of space.</p>		
227	17 April 2019	151/19	9.2.2	<p><b>Consolidation of Reserve no. 530002 Centennial Park and Lot 6 DP 758280 Cooma Visitors Centre as one Crown Reserve for General Community Use</b> That Council</p> <p>A. Request that the Crown add lot 6 DP 758280 to Reserve 530002 comprising Centennial Park and add an additional purpose of “General Community Use” to the Reserve.</p> <p>B. Relinquish Licence LI 453017 for the use of the Cooma Visitors Centre when Lot 6 DP 758280 is added to Reserve 530002.</p>	Land & Property Officer	<p>20/01/2020 – LB: This matter has been escalated at Crown Lands to achieve a decision on the way forward.</p> <p>02/12/2019 – LB Continuing discussion with the Crown on the most expedient way to achieve the desired result is ongoing.</p> <p>28/10/2019 – LB: The Crown has agreed to take the matter to a higher level and seek advice on whether the amalgamation of the two reserves can be achieved.</p> <p>30/09/2019- JH: Crown have rescheduled this meeting for the third week in October.</p>	01/03/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>02/09/2019 – LB: A meeting is being arranged with the Crown to discuss this matter and the process Council needs to follow.</p> <p>26/07/2019 – LB: No further update. Request has been sent to Crown Lands for meeting to discuss the way forward.</p> <p>01/07/2019 – LB: Still waiting on the Crown for advice on procedure.</p> <p>31/05/2019 – LB: Waiting on advice from the Crown regarding process and procedure.</p> <p>30/04/2019 – LB: Email has been sent to the Crown requesting that they advise Council of the process on this matter.</p>		
241	17 April 2019	166/19	13.1	<p><b>Purchase of Part Lot 1 DP101714 and Part lot 1 DP 222016 in Commissioner Street Cooma - Flood Mitigation Works Stage 2</b></p> <p>That Council</p> <p>A. Rescind Resolution 39/14 of 10 February 2014;</p>	Land & Property Officer	<p>20/1/2020 – LB: There is a report to the February meeting of Council.</p> <p>02/12/2019 – LB: Negotiations are ongoing.</p> <p>28/10/2019 – LB:</p>	31/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Offer to purchase lot 4 DP 1242464 \$9,650 ex GST;</p> <p>C. Offer to purchase lot 3 DP 1242464 for the sum of \$5,500 ex GST;</p> <p>D. Authorise the General Manager to negotiate with the owners of lots 3 and 4 to within 10% of the valuation;</p> <p>E. Calculate the apportionment of property rates from the date of registration of the plan of subdivision (17 December 2018);</p> <p>F. Classify both lots as operational land upon acquisition; and</p> <p>G. Authorise the expenditure and allocate an amount of \$21,450 ex GST in the 2019 Financial Year Budget with funding to be provided from other internal reserves.</p>		<p>Offer of \$25,000 plus GST and costs received from the vendor. This has been referred to the General Manager.</p> <p>30/09/2019-JH: Council is waiting on a response for the offer submitted for lot 3.</p> <p>02/09/2019 – LB: Purchase of lot 4 has been completed. Offer has been submitted for lot 3 and Council is now awaiting response.</p> <p>26/07/2019 – LB: Contracts have been exchanged for the purchase of lot 4. Lot 3 is subject to a Council report in August.</p> <p>01/07/19 – LB: The owner of lot 4 D 1242464 has agreed on the purchase price and purchase of the land is proceeding. Council is still in negotiations with the owner of lot 3.</p> <p>31/05/2019 – LB: Negotiations are ongoing.</p> <p>30/04/2019 – LB: The resolution of Council has been sent to Council's solicitor so that negotiation can take place.</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
251	16 May 2019	185/19	9.2.1	<b>CMCA RV Park – Cooma</b> That Council support in principle the development of a CMCA RV park at the Hawkins St site and provide in-kind assistance through internal plant rates.	Group Manager Facilities Management	<p>31/01/2020 – GH: Local surveyor is finalising plan for CMCA and is expected by end of January.</p> <p>03/12/2019 – GH: CMCA has provided draft design to Council and has requested review as well as availability of fill for entrance works.</p> <p>29/10/2019 – GH: Draft designs complete, CMCA awaiting review and will discuss with Council when review complete.</p> <p>30/09/2019 – GH: CMCA have advised that they have engaged a local design engineer and are expecting draft designs and estimates shortly. This will inform CMCA as to the cost and viability of proceeding with this proposal.</p> <p>02/08/2019 – GH : CMCA have been unable to secure local design consultant and are approaching suitable firms in the ACT.</p> <p>24/07/2019 – GH:</p>	28/02/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>CMCA have advised they are still trying to secure a local design consultant.</p> <p>01/07/2019 – GH: CMCA requested and were provided with local survey and design engineer contacts that can undertake detailed design and estimates for the establishment of the RV Park in Hawkins St. Awaiting responses from CMCA as to whether the project is feasible within CMCA site establishment cost criteria inclusive of Council resolved internal plant hire rate for civil works.</p> <p>05/06/2019 – GH: CMCA advised of Council resolution regarding in principle support and will now proceed with more detailed investigation, design and costing for site establishment.</p>		
260	16 May 2019	194/19	9.4.1	<b>Classification and Categorisation of Crown Land in Council's Care and Control</b> That Council approve the proposed categorisation of Crown land as per attachment 1 to report Classification and Categorisation of Crown Land in Council's Care and Control	Land & Property Officer	<p>20/1/2020 – LB: Requests for classification and categorisation have been submitted for approval by CL. A copy of the submission has been sent to Council's Contractors to enable them to commence work on the Plan of Management for Crown Land to be managed as community land under the Local Government Act.</p> <p>02/12/2019 – LB:</p>	30/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Still waiting on consent from the Minister for Council's recommended classifications. Determinations over caravan and holiday parks has been deferred for the time being.</p> <p>28/10/2019 – LB: Reply from Crown Land confirming that rubbish depot sites have been classified as operational land. Two sites have been deferred and one drainage site in Cooma has been classified as community land.</p> <p>Tender responses received for POM and are currently under evaluation. Preferred consultant should be identified by the end of the week.</p> <p>30/09/2019 – JH: Tender for Plans of Management closed Friday 27 September and all submissions are being reviewed.</p> <p>02/09/2019 – LB: Tender process for development of Plans of Management has commenced through Tender Panel.</p> <p>26/07/2019 – LB:</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>Waiting on response from the Minister. In the meantime request for tender to prepare Plans of Management is in progress.</p> <p>01/07/2019 – LB: Application has been submitted to the Minister.</p> <p>31/05/2019 – LB: Application to the Minister with maps and aerial photos is currently being prepared. One application for change of classification and another for categorisation.</p>		
290	20 June 2019	227/19	9.4.1	<p><b>Application to Crown Land to be appointed as Land Manager to Various Waste Management Sites</b></p> <p>That Council requests to be appointed as Land Manager of the following Reserves:</p> <p>A. Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot under Crown control;</p> <p>B. Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot under Crown control;</p> <p>C. Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot under Crown control;</p>	Resource & Waste - Project Manager	<p>09/01/2020 – MD:</p> <p>A. Confirmation has been received Council is the Land Manager of Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot;</p> <p>B. Confirmation has been received Council is the Land Manager of Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot;</p> <p>C. Confirmation has been received Council is the Land Manager of Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot;</p> <p>D. Confirmation has been received Council is the Land Manager of Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control;</p> <p>E. Awaiting confirmation.</p>	Ongoing	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>D. Berridale Transfer Station Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control;</p> <p>E. Berridale Landfill Lot 153 DP 756694, Reserve 47391 for Rubbish Depot under Crown control; and Request the purpose of land be changed to Urban Services for Reserves 15472 &amp; 49491</p>		<p>29/11/2019 – MD: Advice not yet received.</p> <p>02/09/2019 – MD: No further progress. Advice received from Crown Lands is that this will take some months to complete.</p> <p>26/07/2019 – PC: No further progress.</p> <p>01/07/2019 – MD: Property Officer has contacted Crown Lands regarding A, B, C, D and E. They have advised they will respond with actions that are necessary to be undertaken to appoint Council as land manager. At this stage the timeframe of completing this task is unknown.</p>		
300	20 June 2019	238/19	13.1	<p><b>Boundary Adjustment for Boundary Street Berridale - Acquisition of Private Land</b> That Council</p> <p>A. Approve the acquisition of the land at the valuation nominated by the land owner in the body of this report for the land required to complete the boundary adjustment of Boundary Street Berridale; and</p>	Property Officer	<p>15/01/2020 - JH: Land and Property Officer advised the owners at Boundary St that this land had been previously adjusted and compensation paid to the then owners of the property in 1968 but the cadastre was never amended. The cadastre has now been altered to reflect the registered plan.</p> <p>28/11/2019 – JH: A report to Council is being prepared with information from the RMS with regard this item.</p>		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Authorise the General Manager to continue and finalise negotiations with the owners of Lot 3 Section 19 DP 1242		<p>17/10/2019 – JH: Surveyor has come across some old plans of registration and these are being reviewed to ensure this process is completed correctly.</p> <p>24/9/2019 – JH: Surveyor advised survey plan would be completed this week.</p> <p>27/08/2019 – JH: Surveyor has commenced the plan of subdivision and will advise when the plan is complete so the next stage can take place.</p> <p>23/07/2019 – JH: Follow up email request sent for this item. Waiting for response.</p> <p>01/07/2019 – JH: Survey report requested for Boundary Adjustment.</p>		
333	18 July 2019	277/19	13.1	<b>Australian Tourist Park Management - NRMA - Caravan Park Jindabyne</b> That Council consider the approval for the Lessee to execute the 2 x 5 terms on the Lease Agreement when the first option to renew is due in October 2019	Property Officer	<p>15/01/2020 - JH: Solicitor has sent through an updated Agreement with some changes that were required to be made for further review. This is now back with the Solicitor.</p> <p>28/11/2019 – JH:</p>	30/01/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				which will take the Lease Agreement through until October 2029.		<p>Documents are with NRMA and Snowy Hydro for review and signing and to be returned to Council Solicitor.</p> <p>17/10/2019 – JH: Council Solicitor is liaising with NRMA for this Lease Agreement to be finalised.</p> <p>24/9/2019 – JH: Council Solicitor is preparing documents for the Lease Agreement to be in place on the due date.</p> <p>27/08/2019 –JH: NRMA notified of Council Resolution, Lease document being prepared.</p> <p>23/07/2019 –JH: Australian Tourist Park Management NRMA advised of outcome from Council meeting. Lease documents being prepared.</p>		
342	15 August 2019	291/19	9.1.3	<p><b>Delegate School of Arts and Delegate Preschool</b></p> <p>That Council</p> <p>A. Approve the construction of toilet amenities at the rear of the School of Arts and an accessible pathway from exit points in the School of Arts to the toilet facility;</p>	Land & Property Officer	<p>20/01/2020 – LB: Building condition assessment is currently underway for the Preschool. Tenders to carry out the remediation of the School of Arts have closed and are currently being evaluated.</p> <p>02/12/2019 – LB: Request for EOs have been sent to a number of firms to quote for a building condition</p>	31/03/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Fund the toilet amenities and pathway from former Bombala LGA internal reserves to the value of \$120,000 including project management cost;</p> <p>C. Apply to the Stronger Country Communities Fund Program for grant funding to carry out the works identified in the Building Condition Report attached to this report in the amount of \$385,791.</p> <p>D. Seek quotations for a Building Condition Report for the Delegate Preschool to be funded from former Bombala LGA internal reserves; and</p> <p>E. Bring a report to Council for consideration when the Building Condition Report is completed.</p>		<p>assessment of the preschool in Delegate. A further report will be sent to the December 2019 meeting for a resolution to get the building condition assessment carried out.</p> <p>28/10/2019 – LB: This will go to vendor panel within the next week.</p> <p>30/9/2019 – JH: An application for grant funding has been submitted, waiting for outcome of this submission.</p> <p>02/09/2019 – LB: Group Manager Facilities is managing the construction of the toilets at the rear of the School of Arts. The application for grant funding for the School of Arts is currently underway.</p>		
345	15 August 2019	294/19	9.1.6	<p><b>Minutes of the Arts and Culture S355 Committee Meeting held 12 June 2019</b></p> <p>That Council note the minutes of the Arts and Culture 355 Committee meeting held 12 June 2019 and adopt its recommendations, being:</p> <p>A. That Council accepts the donation of the Taking Flight sculpture from Lake Light Sculpture and funds the cost of</p>	Community Development Planner & Support	<p>04/02/2020 – KH: No further updates.</p> <p>02/11/2019 – KH: A. Options for location continue to be explored.</p> <p>04/11/2019 – KH: The design for the plinth is completed. Staff are currently reconfirming the installation location.</p>	Ongoing	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>lighting associated with the installation (up to an amount of \$1000), and accepts responsibility for ongoing maintenance as required;</p> <p>B. That the Rix Wright Shearing Sculpture is installed in the preferred location in Centennial Park after consultation with Council engineers regarding the installation requirements e.g. plinth construction, lighting; and</p> <p>That the amendments to the Charter are noted and approved</p>		<p>30/09/2019 – KH &amp; DS:</p> <p>A. The installation plan for Taking Flight is underway, with the artist and the Design Engineer working together on concept designs. Once an installation design is confirmed, the installation will move to the next stage in partnership with Lake Light Sculpture and NPWS.</p> <p>B. The Shearer sculpture project is now finalised with the sculpture permanently erected in Cooma Centennial Park. An unveiling ceremony was held on 17 September 2019 with all contributors and those involved in the project invited to attend. About 50 people attended.</p> <p>29/08/2019 – KH:</p> <p>A. Council's Design Engineer has agreed to draw up design options and costings for installation of the plinth. Once this has been completed, we will be able to move forward with installation.</p> <p>B. Design of the display plinth and plaques was conducted in consultation across Council teams and with relevant community members. Construction of the plinth is almost complete, with a grand opening expected to take place in mid-September. Mayor and Councillors, the artist's family, former Arts 355 Committee</p>		



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						members and other relevant stakeholders will receive an invite.		
347	15 August 2019	296/19	9.2.1	<b>Road Closure and Creation of Road Reserve - Badja Road</b> That Council A. Approve to formally close the Council public road that traverses lot 1 DP 124507, Lot 2 DP 1195991 and Lots 15,16 & 81 of DP 752146; B. Engage the services of a Surveyor to prepare a plan of subdivision for the creation of a road reserve over Badja Road; C. Agree to exchange the former closed road through the affected properties in compensation of the area required of the privately owned properties for the road reserve to be created over Badja Road; and D. Authorise the General Manager to execute the documents to give effect to the above	Land and Property Officer	20/01/2020 – LB: Landmark Surveys have been engaged to carry out the survey and produce a plan.  02/12/2019 – LB: Currently waiting on quotations from surveyors to carry out the work. Local surveyors were not available so quotations were sought from a number of Canberra firms.  28/10/2019 –LB: This matter has been delayed due to absence of staff. The letters and advertisement will be sent out during the next two weeks.  30/09/2019 –JH: Letters to adjoining land owners have been prepared and the notice will be advertised.  27/8/2019 –JH: Land and Property Officer has commenced this process.	30/04/2020	N
352	15 August 2019	301/19	9.3.4	<b>Proposed Closure and Sale of Public Pathway in Kalkite</b> That Council A. Agree to close the pathway and sell the land 50% to each adjoining	Land & Property Officer	20/01/2020 – LB: Landowners were notified of Council resolution via mail but are intending to write to Council requesting more time to pay.	31/04/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>landowner for \$10,000 including GST each with each party to pay their own legal fees;</p> <p>B. Notify the owners of lots 38 and 39 that Council approves the payment for 50% of the pathway as a “repayment schedule” to be paid in conjunction with the land rates to be fully paid prior to 30 June 2020;</p> <p>C. Apply to the Crown to close the public pathway;</p> <p>D. Engage the services of a surveyor to create a plan of subdivision with the pathway to be divided along its length (front to back);</p> <p>E. Engage the services of a solicitor to draw up contracts for the sale of the land; and</p> <p>F. Authorise the General Manager to execute the documents for the sale of the property</p>		<p>02/12/2019 – LB: Progressing. Currently waiting on the Crown to respond to enquiries about the process.</p> <p>28/10/2019 – LB Landowners have been notified of the Council resolution and the process of road closing is underway.</p> <p>30/09/2019-JH: Process for closing the pathway is underway and each party has been contacted and advised of the process.</p> <p>02/09/2019 – LB: Landowners to be notified and road closing process to commence.</p>		
354	15 August 2019	303/19	9.4.2	<p><b>An Alternative Solution to Recruitment Shortfalls</b> That Council</p> <p>A. Approve participation in Wagga Wagga City Council’s one-year trial of an office located in Sydney to facilitate the recruitment of suitable staff;</p> <p>B. Authorise the General Manager to enter into an appropriate sub-lease or</p>	Chief Executive Officer / Executive Assistant to GM, Mayor & Councillors	<p>04/02/2020 – SC: Invoice received and paid. No staff currently based in the Sydney Office.</p> <p>03/12/19 – SC: Teleconference held with participating councils 21 Nov 19. The offices are available for use, but no formal documentation (lease) received from Wagga Council.</p>	Ongoing	N



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No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				other agreement with Wagga Wagga City Council; and C. Fund the trial through a transfer from Council's adopted budget for consultants.		30/10/2019 – SC: Sub lease documentation not yet received. Site visit conducted by GM.  27/09/2019 – SC: Still waiting for sub lease documentation. Expect it to be received within the next few weeks.  28/08/2019 – SC: Wagga City Council has been advised of Council's decision. Awaiting sub lease documentation.		
363	15 August 2019	310/19	10.2	<b>NSW Government Funding</b> That Snowy Monaro Regional Council lobby the NSW Government for a grant of \$6.5 million to cover the outstanding costs of amalgamating the Cooma Monaro, Snowy River and Bombala Shire Councils and reduce the current deficit.	Acting Director Corporate & Community Services	04/02/2020 – DR: Issues around the bushfires have led to this item being deferred until there is time to revisit the issue.  03/12/2019 – DR: No additional information.  01/10/2019 -DR: NSW Government funding of \$6.5 million for merger costs – the issue has been raised with the Member for Monaro and Deputy Premier John Barilaro MP by the Mayor and General Manager. This was a positive discussion on the issue and a formal request is being developed for submission with the NSW Government for consideration of funding.	31/03/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						09/09/2019 – DR: Background information has been gathered to support the lobbying efforts. Draft correspondence under development.		
367	15 August 2019	315/19	13.3	<b>Replacement of Council's road maintenance truck. Plant number 3028</b> That Council approve the following A. Purchase the Fuso FK61FK/Flocon Engineering combination from Hartwigs Trucks Pty Ltd for \$248,284 excluding GST; B. Additional funding of \$11,075 from plant reserves to be included in the QBRS for September 2019; and C. The disposal of Plant 3028 via public auction with a reserve set at \$36,000	Manager Fleet & Plant	14/01/2020 – SS: Delivery is still expected in April 2020.  27/11/2019 – SS: Delivery is expected April 2020.  30/08/2019 – SS: PU027415 – Ordered 16.8.19, approximately 36 week delivery timeframe.	30/04/2020	N
371	15 August 2019	319/19	13.7	<b>Purchase of Lot 3 DP 1242464 and Lot 4 DP 1242464 - Cooma Levee Bank</b> That Council A. Note the purchase price for lot 4 DP 1242464 being \$10,500 ex GST; B. Submit an offer to purchase lot 3 DP 1242464 for the sum of \$18,000 ex GST; C. Authorise the General Manager to negotiate within 10% of \$18,000 ex GST; and	Land & Property Officer	20/01/2020 – LB: The vendor has rejected Council's offer of \$18,000 and has made a counter offer of \$25,000. A report will go to Council in March 2020.  02/12/2019 – LB: Negotiations are ongoing.  28/10/2019 – LB:	30/04/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				D. Authorise the expenditure and allocate an amount of \$15,150 ex GST (in addition to previous resolution 166/19 of \$21,450 ex GST) in the 2020 Financial Year Budget with funding to be provided from other internal reserves		Offer of \$25,000 plus GST and costs has been received and passed to the General Manager.  30/9/2019-JH: Waiting for response to the offer submitted.  02/09/2019 – LB: Offer for lot 3 has been submitted.		
379	19 September 2019	333/19	8.2	<b>Finalisation of Draft Bush Fire Prone Lands Map 2019</b> That Council A. Receive and note the report of the Senior Strategic Land Use Planner on the finalisation of the draft Bushfire Prone Land Map; B. Submit the draft Bush Fire Prone Land Map and associated supporting documentation to the NSW Rural Fire Service for certification and provide a letter (attachment 3) to the NSW RFS Commissioner; C. Consent to a public notice (attachment 4) being attached to Section 10.7 (formerly Section 149) Planning Certificates advising of the bushfire prone lands changes until such time as the draft map is certified; and D. Advise the community and stakeholders via its website and the local newspaper once the Bush Fire	Senior Strategic Land Use Planner	05/02/2020 – AA: No further update.  02/12/2019 – AA: No further update.  5/11/2019 – AA: The RFS have responded to our letter and have advised they will progress with the finalisation of the mapping and is likely to be signed by the Commissioner in April/May 2020.  30/09/2019 – AA: A. Noted. B. Letter will be forwarded the Rural Fire Service on 1 October 2019. C. Information has been circulated to all relevant planning administration officers to be distributed with all 10.7 certificates  Will be actioned once the Rural Fire Service have advised that the map will be certified by the commissioner.	Ongoing	N



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No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Prone Land Map has come into effect.				
382	19 September 2019	336/19	9.1.3	<b>Adoption of Road Name Black Sallee Lane and Candlebark Circuit</b> That Council endorse A. The name of Black Sallee Lane for crown road accessed from Alpine Way, Crackenback Gazettal; and B. The spelling of Candlebark Circuit and proceed with measures needed to ensure this spelling of the road name is consistent on the road signage and in council and state government databases.	GIS Administrator	02/12/2019 – JC: A. Black Sallee Lane Gazetted 4 October 2019 B. Candlebark Circuit name is concurred. Erratum Notice for road name Candlebark Circuit to be published.  02/10/2019- JC: Gazettal Notice for Black Salle Lane has been submitted and approved for publication The following actions are in progress for Candlebark Circuit. 1. Writing to all affected property owners to inform them of the Council decision and confirm their address 2. Preparation of Erratum Notice for Gazettal of name Candlebark Circuit 3. Once gazettal is complete the roads signs will be replaced, Valuer General and Spatial Services notified and advised to update relevant NSW databases.	28/02/2020	N
388	19 September 2019	343/19	9.3.1	<b>Proposed Compulsory Acquisition of Part Lot 7002 DP 1028529 Crown Land Travelling Stock Reserve</b> That Council	Land & Property Officer	20/01/2020 – LB: Currently waiting on survey plan.  02/12/2019 – LB: Survey will be carried out shortly.	28/02/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>A. Approves the acquisition of the constructed section of Dalgety Road 20m wide which traverses lot 7002 DP 1028529 for the purpose of public road through the process of <i>Land Acquisition (Just Terms Compensation) Act 1991</i> for the purposes of s.178 of the Roads Act 1993;</p> <p>B. Seek approval from the Minister for Local Government and/or the Governor in accordance with section 187 of the Local Government Act 1993 to give all necessary Proposed Acquisition Notices in accordance with the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>C. Upon receipt of the Minister's/Governor's approval, Council serve each PAN and take each other action necessary to carry out the acquisition;</p> <p>D. Upon receipt of the Minister's/Governor's approval Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law;</p> <p>E. Pay compensation to all interest holders entitled to compensation by</p>		<p>28/10/2019 LB: Provisional consent to the acquisition has been received from the NSW ALC upon production of a plan of subdivision. Currently waiting on quotations for survey.</p> <p>30/09/2019 – JH: The Acquisition process has commenced with approval being sought by the Minister.</p>		



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>F. That Council authorise the General Manager and the Administrator to complete and execute all documentation necessary to finalise and bring into force Council's acquisition of the land and if necessary to affix the Council seal to any documents related to the acquisition; and</p> <p>G. That upon acquisition the acquired Property is dedicated as road following gazettal of the acquisition;</p>				
389	19 September 2019	344/19	9.3.2	<p><b>Proposal to Close Part of Laneway (Lot 32 DP 227005) At the Rear of Jindabyne Town Centre</b></p> <p>That Council</p> <p>A. Approve the proposal to close part of the road reserve (lot 32 DP 227005) which forms the unnamed laneway behind the Jindabyne Town Centre shops in accordance with the plan attached to this report; and</p> <p>B. Classify the new lot as "Operational land".</p>	Land & Property Officer	<p>20/01/2020 – LB: Application for subdivision certificate has been lodged. Application for gazettal of road closure will be submitted when SC is received.</p> <p>02/12/2019 – LB: This matter is subject of a later resolution 408/19 of 21/11/19.</p> <p>28/10/2019 – LB: Letters will be sent this week and advertisement will appear in the Monaro Post next week.</p>	30/11/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						30/09/2019-JH: The process to close part of laneway at rear of Jindabyne Town Centre has commenced. Notice to be placed in Monaro Post and letters to adjoining land owners being prepared.		
390	19 September 2019	345/19	9.3.3	<b>Proposed Men's Shed Relocation to the Ti Tree Racecourse, Cooma</b> That Council A. Approve a payment of no more than \$8,970 for those costs for services that cannot be reused for any development application for construction of the Men's Shed at the Ti Tree Racecourse, Cooma, with such payment to be deferred until Council receives written confirmation of an agreement between the Ti Tree Trust and Cooma Men's Shed Inc to use the Ti Tree Racecourse site; and B. Request the General Manager prepare a report on potential future use of the Mulach St property.	General Manager / Executive Assistant to GM, Mayor & Councillors	04/02/2020 – SC: A. Men's Shed DA lodgement in Dec 19 was incomplete. Men's shed still waiting for approval from Crown Land. B. No action pending completion of racecourse DA.  03/12/2019 – SC: C. Men's Shed DA lodged 2 Dec. Currently being reviewed. D. No action pending completion of racecourse DA.  28/10/2019 SC: A. Written confirmation received from Ti Tree Trust. Waiting for Men's Shed to lodge DA. B. No action pending completion of racecourse DA.  27/09/2019 SC: A. Letter sent to the Men's Shed advising of Council Resolution 345. Awaiting written confirmation of an agreement.	Ongoing	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						B. No action pending confirmation from the Men's Shed that the Mulach St site is not required.		
408	17 October 2019	369/19	9.1.6	<b>Arts and Culture Advisory Committee Meeting held 11 September 2019</b> That Council A. Receive and note the minutes of the Arts and Culture Advisory Committee meeting held 11 September 2019; B. Support the Committee recommendations relating to Item 5.3 – Community Arts and Culture facility in Cooma; C. Support the Committee recommendation relating to Item 5.5 – Communication / Promotion of Committee; and D. Supports the Committee recommendation relating to Item 5.6 – Bombala Arts and Innovation Hub.	Community Development Planner & Support	04/02/2020 – KH: No further updates.  02/12/2019 – KH: B. A small working group continues to meet to work towards the goal of establishing a community arts and culture facility in Cooma. C. A media release will be released early January 2020. Updates to the website have been drafted and are expected to go live in the next 2 weeks. D. To be actioned after December Arts and Culture 355 meeting.  4/11/2019 – KH: A. Noted. B. The GM is to negotiate with Land and Property NSW to transmit the property at 5 Dawson St Cooma to SMRC for the nominal fee of \$1, inclusive of related fees and charges such as stamp duty. C. The communications team are to prepare a media release and additional website to be included on the website. D. Community Development Planner & Support to form working group.	28/02/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
421	17 October 2019	382/19	9.4.7	<b>Adjustment of Purchasing and Tendering Policy to Reflect Legislative Changes.</b> That Council update policy 250.2016.55.2 – Purchasing and Tendering Policy to reflect the legislative change that tenders are only required for purchases over \$250,000.	Finance - Procurement	04/04/2020: - MP: Revised Estimated Completion Date.  03/12/2019 – MP: Revised Estimated Completion Date.  6/11/2019 – MP: This is being updated as part of a broader re-write of the policy which is due for revision. It will be presented to Council for adoption the near future.	19/03/2020	N
422	17 October 2019	383/19	9.4.8	<b>Audit, Risk and Improvement Committee and Internal Audit Annual Report 2018/2019</b> That Council A. Receive and note the information in the attached Audit, Risk and Improvement Committee and Internal Audit Annual Report 2018/2019, and B. Authorise publication of the attached Audit, Risk and Improvement Committee and Internal Audit Annual Report 2018/2019 on Council's website.	Senior Internal Auditor	05/02/2020 – TK: No further update.  6/11/2019 – TK: A. Receive and note – no further action required. B. Webpage on ARIC will be created by Feb 2020 and ARIC & IA Annual Report will be published on that webpage.	29/02/2020	N
425	17 October 2019	385/19	10.3	<b>Cooma Clock Tower</b> That Council engage with the Litchfield family to locate a suitable location to place the Cooma Town Clock. A report be brought back to the November meeting of Council, including recommendations.	Group Manager Transport Infrastructure (Operations)	15/01/2020 – AW: As the proposal has been delayed indefinitely by the Snowy 2.0 project Mr Litchfield advised Council on 24 September that the offer to fund the clock was withdrawn.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>A meeting involving Jim Litchfield and Council occurred on 29 October.</p> <p>During the meeting an alternative location for the clock was suggested, however Mr Litchfield felt that as the clock has been designed specifically for the Vale Street Roundabout site, his preference was to build on that spot, Mr Lichfield felt the proposal should be revisited after the Snowy 2 was completed.</p> <p>29/11/2019 – GS: A meeting between Council and the Litchfields is being organised for either Wednesday 4 December or Monday 9 December. Councillors will be informed and invited once a day/date/time has been confirmed.</p> <p>31/10/2019 – GS A meeting to be arranged between Council and the Litchfield family.</p>		
429	17 October 2019	389/19	13.2	<p><b>Proposed Acquisition of Part Lot 6 DP 218752 for the Purpose of Road</b></p> <p>That Council, consistent with the guidelines contained within with the body of report,</p> <p>A. Authorise the General Manager to negotiate the purchase of 0.2542ha of lot 6 DP 218752;</p>	Property Officer	<p>15/01/2020 - JH: Staff have spoken to land owner and are waiting for a written response.</p> <p>28/11/2019 – JH: Letter of offer has been sent to land owner, waiting for response.</p> <p>28/10/2019 – LB: Letter of offer has been drafted and will be sent to the General Manager for execution.</p>	30/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. That Council be responsible for any additional costs including survey, legal fees, fencing;</p> <p>C. Authorise the General Manager to execute all necessary documents and affix Council's Seal if required; and</p> <p>D. Approach the plantation owners for a contribution towards the works prior to commencing the project.</p>				
431	17 October 2019	390/19	13.4	<p><b>Renewal of Lease 59 Vale Street Cooma - Barber Shop</b> That Council</p> <p>A. Approve the renewal of the Lease Agreement for Shop 1/59 Vale Street, Cooma for a period of 12 months with Options to extend by a further 2 x 12 month periods if it is determined to be in the best interest of the business owner, community and Council; and</p> <p>B. Authorise the General Manager to execute all legal documents and the Lease Agreement.</p>	Property Officer	<p>15/01/2020 -JH: Completed.</p> <p>28/11/2119 – JH: Lease Agreement prepared and sent to tenant for review and signing.</p> <p>28/10/2019 – LB: This matter will be finalised when the Property Officer returns from leave. A letter has been sent to the lessee notifying him of the Council resolution.</p>		Y
436	17 October 2019	396/19	13.9	<p><b>Purchase of a construction motor grader replacing plant 60 and 303</b> That Council:</p> <p>A. Approve the purchase the John Deere 670G Motor Grader from</p>	Manager Fleet & Plant	<p>14/01/2020 – SS: Grader delivered 26 November 2019. Staff inductions have taken place. GPS Control system being fitted.</p> <p>27/11/2019 – SS:</p>		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Semco Equipment Sales for \$421,630 excluding GST B. Disposal of Caterpillar 12H Motor Graders via public auction.		Delivery expected January 2020.  25/10/2019 – SS: A. Order placed 23/10/2019 with Semco Equipment PU029304. Delivery advice received 3-4 weeks. B. Caterpillar machines will be sent to auction upon new grader being put into service.		
439	21 November 2019	408/19	9.1.1	<b>Closure of Part of the Road Reserve in Barrack Street Cooma</b> That Council A. Approve the proposal to close part of the Barrack Street Cooma road reserve in accordance with the plan in this report; B. Classify this new lot as operational land; C. Approve the consolidation of lot 4 DP 32321 with the new lot to be created by the road closure; and D. Classify the new consolidated lot as operational land.	Land & Property Officer	20/01/2020 – LB: Registration of the plan should be gazetted soon.  03/12/2019 – LB: The application to the Crown has been sent off and it is anticipated that registration of the plan will take effect early in the new year.	28/02/2020	N
447	21 November 2019	416/19	9.2.3	<b>Adoption of a new Council Fee for the introduction of the new Subdivision Works Certificate</b> That Council A. Amend the 2019/2020 Fees and Charges to include Subdivision Works Certificate application fees;	Development Engineer	03/02/2020 – VG: New fee to be introduced as no submissions received.  29/11/2019 – VG: Currently engaging the communications group to commence the 28 days exhibition period.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>B. Adopt the 2019/2020 fee structure for a Construction Certificate application as the new fee structure for a Subdivision Works Certificate application; and</p> <p>C. Advertise the new Fees and Charges for 28 days and enable the new fee to be applied from the end of the exhibition period providing the general manager is satisfied that no significant issues have been raised.</p>				
449	21 November 2019	418/19	9.3.2	<p><b>Minutes of the Water and Sewer Committee held on 29 October 2019 and adoption of recommendations</b></p> <p>That the recommendations of the meeting of the Water and Sewer Committee held on 29 October 2019 be adopted.</p>	Group Manager Water & Wastewater Services	<p>24/01/2020 – GA:</p> <p>A. S64 Workshop was held with ELT and the Consultant on 16 January 2020. As the charges were very high for the villages, advice is being sought from DPIE Water if the villages can be exempt from charges and any other changes that will meet the guidelines.</p> <p>B. Awaiting advice from DPIE Water prior to Councillor workshop and date for workshop to be determined after receipt of advice.</p> <p>27/11/2019 – GA:</p> <p>Noted and the following actions will be taken:</p> <p>A. The draft minutes will be adopted at the next water and sewer committee meeting.</p>	30/03/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
						<p>B. Adopted Terms of Reference will be sent to document control for finalising.</p> <p>C. Amendments to sewer pricing and billing was reported to Council on 21 Nov 2019.</p> <p>S64 DSP Councillor workshop has been proposed to be held on 19 Dec 2019.</p>		
550	21 November 2019	419/19	9.3.3	<p><b>Amendments to the SMRC Sewerage Pricing and Billing Policy</b></p> <p>That Council</p> <p>A. Approve the following proposed amendments to the SMRC Sewerage Pricing and Billing Policy:</p> <p>Add the following subclauses 2.2.1 and 2.2.2 under the current clause 2.2 "Residential and Non-residential Strata, Flats, Dual Occupancies and Vacant Properties":-</p> <p><b>2.2.1 – Discount on sewer access charges for multiunit properties with area under 60m<sup>2</sup></b></p> <p>The sewer access charge for multiunit properties with an area under 60m<sup>2</sup> will be discounted by 50% of the 20mm residential access charge. The 20mm access charge that will apply shall be the charge as</p>	Group Manager Water & Wastewater Services	<p>24/01/2020 – GA: The above mentioned actions (#449) is being undertaken and on target to complete by 31 January 2020.</p> <p>27/11/2019 – GA: The following actions will be taken:</p> <p>A. Finalise the amendments to the policy and make available the policy on Councils internet.</p> <p>B. Multiunit owners and customers discharging only effluent will be notified in writing the adoption of the amendments and the effect of this change to their sewer charges.</p>	31/01/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>set in the Annual Fees and Charges for that particular year.</p> <p>All customers who qualify for this discount will need to make an application to Council in writing stating the number of units with area under 60m<sup>2</sup> subject to meeting the following criteria:</p> <ul style="list-style-type: none"> <li>☐ All units are legal and considered habitable residential units</li> <li>☐ All units are serviced by one service line / water meter</li> <li>☐ All units are a studio style accommodation (one living area, separate bathroom, kitchen) and each unit has a floor area of no more than 35m<sup>2</sup> measured as the internal area (including any internal dividing walls).</li> <li>☐ Applications shall include the approved plan of the unit.</li> </ul> <p><b>2.2.2– Discount on sewer access charges for development pumping effluent ONLY into Councils sewerage network</b></p> <p>A 50% discount shall apply to properties that have been approved to pump effluent only into Council's</p>				



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No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>sewerage network subject to the following conditions:</p> <p>☐ The property owner shall make an application to Council for the discount</p> <p>☐ Council's approval to pump effluent only shall be attached to the application</p> <p>B. All references in the current policy to the "Revenue Policy" to be amended to "Fees and Charges".</p> <p>C. The 50% discount to be applicable from the date of adoption of the amendments and on approval of the applications. Customers shall be refunded any extra charges that have been billed this financial year. Notification regarding these amendments to the policy will be sent to all customers with the next water bills.</p>				
551	21 November 2019	420/19	9.3.4	<p><b>Request for Council to Apply for Poveys Road Colinton to be Transferred to Council as a Council Public Road</b></p> <p>That Council</p> <p>A. Decline the request to open the Crown reserve road section of Poveys Road as a Council public road;</p>	Land & Property Officer	<p>20/01/2020 – LB: Crown Lands is currently looking into their Minor Road Maintenance Policy (Crown Roads) and Council is gathering the list of Crown Roads which they will maintain.</p> <p>02/12/2019 – LB:</p>	30/03/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				B. Notify the landowner of Council's decision; and C. Enter into negotiations with the Crown to authorise Council to carry out minor maintenance grading on certain Crown roads, to be identified, at the landowners' expense subject to a Memorandums of Understanding with the Crown and landowners.		Landowners have been notified of Council's decision. Negotiation is ongoing with the Crown and in the meantime Council staff are compiling a list of Crown Roads to attach to the MOU with the Crown.		
553	21 November 2019	422/19	9.3.6	<b>Managing Heavy Vehicles in Bombala Town Centre - Community Consultation</b> That the matter be deferred for further consultation with the public including correspondence from the Bombala Chamber of Commerce.	Group Manager Asset & Engineering	03/02/2020 – LN: Ongoing.  27/11/2019-LN: Additional consultation to be arranged.	30/03/2020	N
564	21 November 2019	433/19	9.4.11	<b>Organisational Structure Review</b> That Council A. Create the position of Chief Operating Officer as a senior staff position; B. Create the position of Chief Strategy Officer as a senior staff position; C. Designate the position of General Manager to be Chief Executive Officer; D. That the role of the senior staff positions be: (a) Chief Operating Officer:	Acting Director Corporate & Community Services	04/04/2020: - DR: Recruitment for the positions is underway.  03/12/2019 – DR: Staff have been advised that the new structure has been adopted. Recruitment companies are being engaged to assist with the recruitment of the Chief Officer positions. The timing of recruitment will be determined in consultation with the agency selected to undertake the recruitment.	30/04/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>(i) Support the Council in development of effective strategies to ensure efficient and effective provision of services to the community and management of infrastructure used by the community and in providing services,</p> <p>(ii) Develop plans of action to ensure that the strategies of Council are being achieved through the delivery of services and management of infrastructure.</p> <p>(iii) Effective management of the resources provided by Council for the provision of services and infrastructure for the community.</p>				



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
571	21 November 2019	441/19	13.5	<b>Replacement of Council's waste landfill compactor. plant 3088</b> That Council A. Approve the purchase of a Tana E260 from GCM Enviro Pty Ltd for \$666,000 excluding GST; and B. Accept trade in offered by GCM Enviro Pty Ltd for Tana Plant 1616 for \$50,000 excluding GST	Manager Fleet & Plant	14/01/2020 – SS: Expected Delivery March 2020.  27/11/2019 – SS: Purchase order PU030359 supplied to GCM Enviro 27/11/2019, awaiting delivery advice.	30/03/2020	N
572	21 November 2019	442/19	13.6	<b>East Jindabyne RFS Shed Tender</b> That Council : A. Accepts the lowest tender price from Cooma Steel Pty Ltd in the total lump sum amount of \$296,116.20 (excluding GST) or [\$325,727.82 (including GST)] and award Contract 009/2020 for the construction of the East Jindabyne RFB Shed and Site Works to Cooma Steel Pty Ltd. B. Authorise the General Manager to execute the construction contract and issue the purchase order for the works. C. Authorise the expenditure and allocate an amount of \$296,116.20 (excluding GST) or [\$325,727.82 (including GST)] in the 2020 Financial Year Budget with funding to be provided from the allocated \$330,000	Group Manager Asset & Engineering	03/02/2020 – LN: Contract awarded December 2019.  27/11/2019 – LN: Noted. Contract award to proceed.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				(Excl.GST) in 2019/2020 from the Rural Fire Fighting Fund.				
573	21 November 2019	443/19	13.7	<p><b>Werralong Road - Proposed Acquisition With and Without Consent</b> That Council</p> <p>A. Approves the acquisition without consent of proposed lots 4, 5, 7, 8 and 10 in the plan of acquisition for the purpose of public road under the provisions of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> in accordance with Division 1 Section 177 of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor.</p> <p>B. Approves the acquisition of proposed lots 1, 2, 3, 6 and 9 with consent for the purpose of public road under the provisions of the <i>Land Acquisition (just Terms Compensation) Act 1991</i> in accordance with Division 1 Section 177 of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor.</p> <p>C. To authorise the General Manager to execute all documents relevant to the acquisitions both without consent and with consent on behalf of Council.</p>	Land & Property Officer	<p>28/01/2020 – LB: Council's solicitor is presently preparing Section 30 Agreements for execution by landowners who are gifting their land to Council. The solicitors are also preparing the application to the OLG for consent to acquire a portion of the land for road through the process of acquisition without consent.</p> <p>02/12/2019 – LB: Resolution of Council has been sent to Council's solicitor to lodge with OLG for consent of the Minister and the Governor.</p>	31/03/2020	N



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No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				D. Agrees to bear all costs for the acquisition of the proposed lots.				
574	21 November 2019	444/19	13.8	<b>Yallambee Lodge Extension - Principal Design Consultant Tender Award</b> That Council: A. Award the Principal Design Consultant package for the Yallambee Lodge Extension contract to Ignite Architects Pty Ltd (ABN 28 109 256 368) for \$286,185.00 Including GST, and B. Authorise the General Manager to execute the contract.	Group Manager Asset & Engineering	03/02/2020 – LN: Contract awarded December 2019.  29/11/2019 – LN: Noted. Contract award underway.		Y
575	21 November 2019	445/19	13.9	<b>2019-20 Weed Control Services - Northern region</b> That Council A. Award the 2019-20 Weed Control Services – Northern region contract (priority weeds other than African lovegrass) to Southern Slopes Weed Services Pty Ltd as per the tendered lump sum amount of \$63,800 (GST Incl); and B. Resolve that remaining funds dedicated in Council resolution #393/19 (\$77,000) be allocated to the control of African lovegrass on	Manager Biosecurity	20/01/2020 – JMH: A. Weed Control Service Tenders for the control of African lovegrass on roadside within the Northern region were accepted and appraised before a reviewing panel on 12 December 2019. A successful applicant was determined. B. The successful applicant accepted the terms of the contract and signed the contract on the 15th December 2019. The CEO signed the contract and it exchanged on the 17th December 2019.  02/12/2019 – GM: C. Contract prepared for CEO's signature.		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				priority roadsides within the northern region, and that in accordance with Council's Purchasing and Tendering Policy this contract is readvertised and awarded, based on an hourly rate.		D. Request for Quotes to be advertised in the second week of December.		
576	21 November 2019	446/19	13.10	<b>Sale of Southern Phone Company</b> That Council: A. Agree to the sale of its share held in Southern Phone Company B. Authorise the Mayor and General Manager to negotiate the terms of any such sale.	Acting Director Corporate & Community Services	04/04/2020 – DR: Share sale has been completed.  03/12/19 SC: All shareholders have now passed resolutions in support of the sale and at the EGM 2 Dec members supported a resolution to amend the constitution to allow the sale to complete.  CEO to negotiate the terms of the sale.  03/12/2019 – DR: All other Councils have now resolved their position on the matter of the sale. They have agreed to sell their shares under the current proposal.		Y
577	19 December 2019	458/19	8.1	<b>MOD4028/2019 Modification to amend conditions of Highview Estate Subdivision</b> That Council A. Pursuant to section 4.55(1)(a) of the Environmental Planning and Assessment Act 1979 (as amended) it is recommended that MOD4028/2019	Manager Development	03/02/2020 – KM: A. Item approved. B. Submitters notified.		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				being an amendment to DA0079/2007 on Lot 23 DP1227047, Lot 17 DP1216242 and Lot 32 DP1118132 be approved in part (being those conditions relating to the restaging of the subdivision) subject to the amended conditions of consent attached. B. Notify anyone who made a submission to MOD4028/2019 according to the regulations				
578	19 December 2019	459/19	8.2	<b>DA4180/2019 Demolish Existing Structures and Construction of New Service Station and Ski Hire Shop</b> That A. Pursuant to Section 80(1)(a) of the <i>Environmental Planning and Assessment Act 1979 (as amended)</i> it is recommended that consent be granted to Demolish Existing Structures & Construct New Service Station & Ski Hire Shop on Lot 19 DP 219584 Ph Clyde, subject to conditions attached. B. Any person who made a submission is notified according to the regulations.	Manager Development	03/02/2020 – KM: A. Item approved. B. Submitters notified.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
579	19 December 2019	460/19	8.3	<b>DA 10.2019.1371.1 - Michelago Bank of Bins</b> That the item be deferred to the 19 March 2020 Council Meeting to allow for further consultation with the Michelago Community in the interim.	Town Planner	31/01/2020 – KM: Item to be reported to March Council Meeting.		Y
580	19 December 2019	461/19	9.1.1	<b>Monthly Funds Management Report - November 2019</b> That Council: A. Receive and note the report indicating Council's cash and investments position as at 30 November 2019; and B. Receive and note the Certificate of the Responsible Accounting Officer.	Manager Water & Wastewater	14/01/2020 – AS: Receive & Note. No further action required.		Y
581	19 December 2019	462/19	9.1.2	<b>Youth Council Minutes and Amendments to the Youth Council Charter</b> A. Receive and note the minutes of the Youth Council meeting held on 1 October 2019. B. Receive and note the minutes of the Youth Council meeting held 19 November 2019 and that the following proposed amendments to	Youth Development Officer	20/01/2020 – KM: Noted. Item complete.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>the Committee’s Charter be adopted:</p> <p>1) The Youth Council Charter is amended at 8.1.2 to state that: “In the case of Ordinary Members, for a 12 month period or at the discretion of Council. At the end of this period, Committee Members can remain on the Youth Council, however must lodge an application form with Snowy Monaro Regional Council. These applications will be assessed in line with points 4 of the Charter”.</p> <p>2) At 8.1.2 of the Youth Council Charter, the following insertion is made: “In the case of the Executive Committee Members, a 12 month period or until the final Youth Council meeting of the year”.</p> <p>3) That the title of “Publicity Officer”, outlined in the Charter at 5.5 is amended to “Public Relations Officer”.</p> <p>4) That the following addition is made at 6.4 of the Charter: “Coordinating a roster that allocates a Youth Council</p>				



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				representative to attend every Council meeting”. 5) In addition to the Youth Council recommendations, that at section 4.1 of the Youth Council Charter the reference in the first paragraph to young people ‘aged 14-24 years’ be amended to read ‘aged 12-24 years’ to be consistent with the rest of the charter.				
582	19 December 2019	463/19	9.1.3	<b>Snowy Monaro Local Traffic Committee</b> That the recommendations of the meeting of the Local Traffic Committee held on 28 November 2019 be adopted.	Road Safety Officer	14/01/2020 – AS: Receive & Note. No further action required.		Y
583	19 December 2019	464/19	9.3.1	<b>African Lovegrass Stakeholder Collaboration</b> That Council corresponds with the Deputy Premier and other relevant ministers to advocate for future and on-going funding for; A. Continued and future research, in particular research for biological control for African Lovegrass. B. The development of mapping for the region identifying African Lovegrass infestation and spread.	Acting Director Environment & Sustainability	04/02/2019 – BJ: Letter is currently being drafted.	Ongoing	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>C. Construction of public vehicle hygiene stations to inhibit the spread of African Lovegrass seed to areas of economic, environmental and/or social assets of value.</p> <p>D. Support of the Monaro African Lovegrass Taskforce and ongoing support for the Monaro African Lovegrass Project administered by South East Local Land Services.</p> <p>E. Continued financial support to Council through the South East Weeds Action Program.</p>				
583	19 December 2019	465/19	9.3.2	<p><b>Adoption of the Snowy Monaro Regional Council Kerbside Collection Policy, Bank of Bin Policy and Event Bin Policy</b></p> <p>That Council adopt the Snowy Monaro Regional Council Kerbside Collection Policy, the Snowy Monaro Regional Council Bank of Bin Policy and the Snowy Monaro Regional Council Event Waste Management Policy.</p>	Acting Group Manager Resource & Waste Management	20/01/2020 – KM: Noted. Item complete.		Y
584	19 December 2019	466/19	9.3.3	<p><b>Request for Council to Apply to the Crown for Cappanana Road to be Transferred to Council</b></p> <p>That Council</p>	Land & Property Officer	20/01/2020 –LB: Letters have been sent to landowners who signed the petition. Negotiation with Crown Lands is ongoing.	30/01/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				A. Refuse the request to have Cappanana Road transferred to Council as a Council public road; B. Write to the landowners who signed the petition notifying them of the decision; C. Add Cappanana Road to the list of Crown Roads to be attached to the MOU for grading by Council at the landowners' cost; and D. Request the CEO develop a policy to manage requests to accept the ownership of crown and private roads or undertake maintenance of non-Council roads				
585	19 December 2019	467/19	9.3.4	<b>Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019</b> That Council notes: A. Council is the appropriate regulatory authority for administering the <i>Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019</i> . B. Council's Public Health and Environment staff will be responsible for administering the <i>(UPSS Regulation)</i> .	Manager Public Health & Environment	31/2/20 – MR: A. Noted. B. Staff are currently working on a policy regarding the operation of the UPSS. Information will be uploaded to the website.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
586	19 December 2019	468/19	9.4.1	<b>Murray Darling Association Membership</b> That Council join the Murray Darling Association.	General Manager / Executive Assistant to GM, Mayor & Councillors	14/01/2020 – AS: Receive & Note. No further action required.		Y
587	19 December 2019	469/19	9.4.2	<b>OLG Discussion paper - A New Risk Management and Internal Audit Framework for local councils in NSW</b> That Council: A. Receive and note the Office of Local Government (OLG) discussion paper “A new risk management and internal audit framework for local councils in NSW” and; B. Provide a written response to the OLG outlining its position on the core requirements, with the response based on the attached draft submission.	Risk Officer	04/02/2020 – DR: A. Receive and note. B. Completed.		Y
588	19 December 2019	470/19	9.4.3	<b>Answers to Questions With Notice</b> That Council receive and note the Councillor Questions In Progress report for the period ended November 2019.	Secretary Council & Committees	14/01/2020 – AS: Receive & Note. No further action required.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
589	19 December 2019	471/19	9.4.4	<b>Resolution Action Sheet Update</b> That Council receive and note the In Progress Resolution Action Sheet Update for the period ending November 2019.	Secretary Council & Committees	14/01/2020 – AS: Receive & Note. No further action required.		Y
590	19 December 2019	472/19	9.4.5	<b>Round 2 Donation and Sponsorship Submissions for the 2020 Financial Year</b> That Council A. Determine the submissions to be approved for Round 2 Donation and Sponsorship submissions 2020FY; B. Authorise payment of the approved value from Round 2 Donation and Sponsorship submissions 2020FY to be made from account 10.3120.1001.63160; and C. Approve recurring donations to CWA Jerangle-Peak View hall, Delegate RSL sub Branch Hall and Ando Public hall to cover Council rates.	Manager Corporate Governance	20/01/2020 – JM: 26 out of 31 applications- Payments have been processed. Awaiting bank details for the remaining 5 applications.		Y
591	19 December 2019	473/19	9.4.6	<b>Reporting Progress and Benefits of Reform - December 2019</b> That Council receive and note the report on Progress and Outcomes of Reform	Acting Director Corporate & Community Services	14/01/2020 – AS: Receive & Note. No further action required.		Y



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				achieved between September 2017 and December 2019.				
592	19 December 2019	474/19	9.4.7	<b>Cancellation of January 2020 Council Meeting</b> That Council A. Endorse cancelling the Council Meeting scheduled on 16 January 2020 at the Bombala Community Centre; B. Authorise updating Council's Website to inform members of the public of the cancelation; and C. Hold the February 2020 Council Meeting at the Bombala Community Centre.	Secretary Council & Committees	14/01/2019 – AS: A. 16 January 2020 Council Meeting was cancelled at the 19 December 2019 Council Meeting. B. Council website and Council Intranet have both been updated to reflect the change. C. The 20 February 2020 Council Meeting is scheduled to be held at 5pm, at Bombala Community Centre.		Y
593	19 December 2019	475/19	9.4.8	<b>Naming of Roads</b> That Council: A. Endorse the names Calabria Way and Aratula Drive for advertising prior to the gazettal process; B. Proceed to gazette the road names if the Geographical Names Board concurs with the names and no objections are received during the advertising period.	GIS Administrator	05/02/2020 – JC: Road name was concurred by GNB. Advertising is completed and no objections received. Gazettal Process is underway.	28/02/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
594	19 December 2019	476/19	9.4.9	<b>Update from Snowy Monaro Regional Council's Green Team</b> That Council receive and note the progress report from Council's Green Team	Acting Director Corporate & Community Services	14/01/2020 – AS: Receive & Note. No further action required.		Y
595	19 December 2019	477/19	9.4.10	<b>Rescinding Signing of Council and Committee Minutes Policy</b> That Council rescind Policy SMRC 7 - Signing of Council and Committee Minutes adopted on 25 May 2016 [Resolution Number 16/16].	Manager Corporate Governance	20/01/2020 – JM: The policy has been deleted from the Council website and Intranet.		Y
596	19 December 2019	478/19	10.1	<b>Council Court Actions</b> That Councillors be notified of all Court cases being contested by SMRC and receive monthly reports as such.	Executive Assistant to Director Corporate and Community Services	04/04/2020 – DR: Staff have been advised of the requirement.		Y
597	19 December 2019	479/19	10.2	<b>Notice of Motion - Councillor Stewart - Advising Federal Government on not receiving drought relief funding.</b> That Council write to the Federal Government advising of SMRC's disappointment that our region did not receiving drought relief funding.	General Manager / Executive Assistant to GM, Mayor & Councillors	04/02/2020 – SC: Funding received Jan 2020.		Y
598	19 December 2019	481/19	13.1	<b>Heavy patching and Shoulder rehabilitation Tender</b> That Council approve the officer's recommendation and award McMahons	Technical Officer / Project	14/01/2020 – AW: Contractor advised and tender awarded.		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				Earthmoving the contract to carry out heavy patching and shoulder rehabilitation works across the Monaro Region to the contract value of \$345,152.00(Including GST).	Manager Roads			
599	19 December 2019	483/19	13.2	<b>Request for Lease - Snowy River Health Centre</b> That Council : A. Accept the request to lease space within Snowy River Health Centre from Mr Gavin Fuller and consider the proposed lease terms; B. Accept the proposal to rent the space at 50% reduced rate for a period of three years and allow a sublease on non-operational days.	Facility Officer - Snowy River Health Centre	24/01/2020 – NW: Lawyers currently drafting lease for approval by Department of Health prior to signing off by parties.	30/03/2020	N
600	19 December 2019	483/19	13.3	<b>Sale of Council Land - Percy Harris Street Leesville by Auction off the Plan</b> That Council A. Approve for Lots 14, 15 and 16 at Leesville Industrial Estate to be sold off the plan via Public Auction; B. Authorise the Chief Executive Officer to establish the reserve price for Lots 14, 15 and 16 at	Property Officer	15/11/2020 - JH: A Real Estate Agent has been approved to carry out the sale by auction. The design plan should be received by end of January from Surveyor. The draft contract has been prepared by Solicitor and the process for sale is taking place.	01/04/2020	N



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				<p>Leesville Industrial Estate ahead of the auction, and to negotiate with the highest bidder should the property fail to meet the Reserve;</p> <p>C. Authorise for the Chief Executive Officer to select the Agent to carry the sale;</p> <p>D. Authorise the Chief Executive Officer to undertake all negotiations for the sale of Lots 14, 15 and 16 at Leesville Industrial Estate; and</p> <p>E. Authorise the Chief Executive Officer to execute all legal documents and contracts for the Sale of Lots 14, 15 and 16 at Leesville Industrial Estate.</p>				
601	19 December 2019	484/19	13.4	<p><b>Request to extend lease</b></p> <p>That Council:</p> <p>A. Approve the extension of the Lease and Operation of Cooma Festival Swimming Pool for an additional season 2020/2021;</p> <p>B. Authorise the expenditure of \$284,231.00 as quoted in the attached submission from Monaro Aquatic Services.</p>	Acting Manager - Land & Property	03/02/2020 – KH: Letter to Monaro Aquatic Services to be sent to confirm extension.	20/02/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
602	19 December 2019	485/19	13.5	<b>Legal Actions and Potential Claims Against SMRC as at 30 November 2019</b> That Council receive and note the information in the Legal Actions and Potential Claims Against SMRC as at 30 November 2019 report	Executive Assistant to Director Corporate and Community Services	14/01/2020 – AS: Receive & Note. No further action required.		Y
603	19 December 2019	486/19	13.6	<b>Audit, Risk and Improvement Committee - Minutes of Meeting held on 23 October 2019</b> That Council A. Receive and note the attached minutes of meeting of the Audit, Risk and Improvement Committee held on 23 October 2019, and B Reports to ARIC be written not verbal or otherwise recorded.	Senior Internal Auditor	5/02/2020 - TK: A. Receive and note – no further action required. B. Will consult with ARIC and provide update at next meeting.		Y
604	19 December 2019	487/19	13.7	<b>Delegate Preschool Compliance Report</b> That Council approve the expenditure of \$29,980 ex GST from internal reserves and engage the services of Grounded Structural Engineering and Drafting Services to undertake a Building Condition and Compliance Assessment of Delegate Pre-School in order to submit for grant funding early in 2020.	Acting Manager - Land & Property	31/01/2020 – KH : Completed Grounded Engineering engaged.		Y



SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
605	19 December 2019	488/19	13.8	<b>Tender Award - Snowy Oval Amenities Building</b> That Council A. Accept the tender recommendation report and award the contract for the Snowy Oval Amenities building to Davone Construction Pty Ltd (ABN 48 618 967 696) for \$705,448.18 (Excl GST). B. Approve the transfer of the additional fund required from the SCFMPP Funding.	Group Manager Asset & Engineering	03/02/2020 – LN: Contract awarded. Started onsite.		Y
606	19 December 2019	489/19	13.9	<b>Award Of Tender For The Reseal And Relining Of The Snowy 1 Reservoir - Cooma Water Supply System</b> That Council approve: A. The award of tender as per the recommendation in the tender evaluation report for a tender amount of \$920,488.20 (Including GST). B. The shortfall in the budget allocation be adjusted in the	Group Manager Water & Wastewater Services	24/01/2020 – GA: The Project Manager was informed on 6 January 2020 to advise all Tenderers of the withdrawal of this Tender. Hunter Water, the consultant who did the Cooma water servicing strategy which included the servicing for the Snowy 2.0 segment plant and the servicing of new growth areas of four mile has been engaged to conduct a risk management workshop to determine Snowy 1 reservoir capacity for the future. This workshop will be held on 28 January 2020.	28/02/2020	N



## SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Item No.	Action	R/Officer	Progress	Estimated Completion Date	Compl Y/N
				quarterly budget review in December.				
607	19 December 2019	490/19	13.10	<b>Chief Executive Officer's Annual Review</b> That Council: A. Approve the variation of the Chief Executive Officer's contract by: a) Extending the term from three years to five years; b) Increasing the total remuneration package from \$300,000 pa to \$320,000; c) Permitting the CEO to participate in Council's leaseback vehicle arrangements in a manner consistent with other senior staff. B. Authorise the Mayor to develop an appropriate Deed of Variation to give effect to the above; C. Authorise the Performance Review Panel to determine a new performance agreement with the Chief Executive Officer's.	General Manager / Executive Assistant to GM, Mayor & Councillors	04/02/2020 – SC: A. In progress. B. Not yet finalised.	28/02/2020	N



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#### **9.4.4 ENDORSEMENT OF GOVERNMENT INFORMATION PUBLIC ACCESS (GIPA) POLICY AND AGENCY INFORMATION GUIDE**

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Manager Corporate Governance
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects
Delivery Program Objectives:	10.1.4 Harmonisation of policies, procedures and processes deliver customer focused business practices
Attachments:	<ol style="list-style-type: none"><li>1. GIPA Policy</li><li>2. Agency Information Guide</li><li>3. Have Your Say Snowy Monaro - Project Report</li><li>4. Submission</li></ol>

#### **EXECUTIVE SUMMARY**

At the 21 November 2019 Council Meeting, Council resolved that the draft Government Information Public Access (GIPA) Policy and Agency Information Guide (AIG) be placed on public exhibition (27 November 2019 to 29 December 2019).

During the public consultation period, we received **one** submission on GIPA policy and no modifications were done to the policy based on the submission. The submission implied that Council did not follow the timelines stated in the legislation which caused delay in processing the application. This policy and the GIPA document framework will help in processing the applications as per the recommended timelines.

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

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

That Council adopt the Government Information Public Access (GIPA) Policy and the Agency Information Guide (AIG).

#### **BACKGROUND**

Nil.

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

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

By adopting the document framework there will be a positive impact as it will make the process very efficient to access of information.

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**2. Environmental**

There is no environmental impact by adopting the GIPA Framework Documents.

**3. Economic**

There is no economic impact by adopting the GIPA Framework Documents.

**4. Civic Leadership**

An effective GIPA Framework will assist the Council to process the applications faster and be more effective and productive.



# Policy



<b>Title of Policy</b>	<b>SMRC Government Information Public Access Act Policy</b>		
<b>Responsible Department</b>	Governance	<b>Document Register ID</b>	<b>250.2019.XXX</b>
<b>Policy Owner</b>	Manager Corporate Governance	<b>Review Date</b>	Date [document date1]
<b>Date of Council Meeting</b>	Date Approved [checklist 25002 10 DD LAST VALUE]	<b>Resolution Number</b>	Number [checklist 25002 11 DD LAST VALUE]
<b>Legislation, Australian Standards, Code of Practice</b>	<ul style="list-style-type: none"> <li>• <i>Government Information (Public Access) Act 2009</i></li> <li>• <i>Government Information (Public Access) Act Regulations 2018</i></li> <li>• <i>Local Government Act 1993</i></li> <li>• <i>Privacy and Personal Information Protection Act 1998</i></li> <li>• <i>State Records Act 1998</i></li> <li>• <i>Environmental Planning and Assessment Act 1979</i></li> <li>• <i>Other subordinate legislation mentioned in the GIPA Act 2009</i></li> <li>• <i>Council's Code of Conduct</i></li> <li>• <i>Council's Code of Meeting Practice</i></li> <li>• <i>Copyright Act 1968 (Cth)</i></li> </ul>		
<b>Aim</b>	This policy documents Council's commitment to the principles of the <i>Government Information (Public Access) Act 2009</i> , to enable the public's access to government information held by Council, and to facilitate the understanding of staff member's responsibilities across Council.		

## 1 Policy Statement

Snowy Monaro Regional Council (Council) is committed to the objectives of the *GIPA Act*, through maintaining an access to information process that presents Council as open, accountable, fair and effective.

This policy details the key components of that process to facilitate the community's right to access the government information held by Council and at the lowest possible cost.

There is a presumption in favour of the release of government information unless there is an overriding public interest against disclosure.

This policy makes reference to Council's *Agency Information Guide*, *Records Management Framework* and other key NSW legislation. Details of these are not included within the scope and context of this document. Managing government information and its release should be read in conjunction with the requirements of Council's Privacy Management Plan and Records Management Framework.

## 2 Policy Objectives

The objectives of this policy are to:

- Demonstrate Council's commitment to an open, accountable, fair and effective organisation.
- Facilitate the public's access to government information held by Council
- Drive Council wide approach to its *GIPA Act* obligations through awareness and training of the *GIPA Act*, and establishing staff responsibilities



- Establish a corporate Access to Information system which includes this policy, alignment to best practice records management and accompanying procedures and guidelines.

### 3 Scope

The policy applies to all government and personal information held by Council in the various forms, comprising all councillors, employees, consultants and contractors providing a service to Council.

### 4 Definitions

Term	Explanation
Government Information Record	Refers to information contained in a record held by a government agency i.e. Council. Means any document, data or information created, compiled, recorded or stored in written form by electronic process, film or recordings, or in any other manner or by any other means that is evidence of or captures business activities and transactions.
Access Application (Approved Form)	Council has an approved form to be used for the purpose of formal request for information that is does not come under the categories of open access information. The approved from is to be accompanied by the required application fee.
Public Officer	

### 5 Providing Access to Information

#### 5.1 Agency Information Guide

Council's Agency Information Guide provides details of the range of government information stored on Councils systems and how the public can gain access to these. The Agency Information Guide is reviewed annually. Government information is available via four pathways:

1. Open Access Information
2. Informal Access

##### Category 1 – Informal Access Application – 'Open Access'

- Information available publically
- Development Information made on or after 1 July 2010
- Neighbours contact details

##### Category 2 – Informal Access Application – 'Government Information'

- Simple requests relating to Development Information dated before 1 July 2010
- Plans (floor and building)

3. Formal Access Application.

- Requests for information that are complex, take a considerable length of time, sensitive by nature, personal or confidential.

The *Local Government Act 1993* stipulates the range of documents that Council's should make openly available to the public, these are listed in the Agency Information Guide and are available either on Councils website or via access at a Council Administration Office.



## 5.2 Information Request Timeframes

Council strives to provide an applicant's access to information efficiently and in accordance with the timeframes stipulated in the *GIPA Act*. These may be extended where it is necessary to consult with a third party in relation to the release of certain types of information.

## 6 Responsibilities

All Councillors and Council staff are required to have an awareness of the public's right to access government Information. In addition they are required to understand how access to this information is facilitated within Council to maintain compliance.

The table below details the specific responsibilities of key staff within Council

Council Responsibility	<i>GIPA Act</i> Responsibility	Responsibilities
General Manager	Principal Officer	<ul style="list-style-type: none"> <li>• Ultimate responsibility for the Council's commitment to the objects, principles and functions of the <i>GIPA Act</i>.</li> <li>• Facilitate Council employees adherence to sound record keeping practices as this reduces Council's risk to non-compliance and enables swift response to the public's request for information.</li> </ul>
Governance  (Group Manager governance, Manager Corporate governance (Public Officer) , Governance officers)	Right to Information Officer	<ul style="list-style-type: none"> <li>• Facilitate the release of government information</li> <li>• Raise awareness about the <i>GIPA Act</i> and to promote compliance</li> <li>• Provide specific GIPA training sessions</li> <li>• Develop and review Council's <i>GIPA Act</i> Management System, including</li> <li>• Conducting the annual AIG Review</li> <li>• Undertake GIPA Internal Reviews</li> <li>• Liaise with the Information and Privacy Commission</li> <li>• Undertake required reporting</li> <li>• Process requests for government information in accordance with the legislation, this policy and Council's GIPA procedural document</li> </ul>
Directors, Group and Department Managers		<ul style="list-style-type: none"> <li>• Ensure employees working in their areas are aware of this policy</li> <li>• Facilitate the attendance of their employees at relevant training</li> <li>• Ensure their areas cooperation to a Request for Information that is applicable to their area.</li> </ul>



All Staff		<ul style="list-style-type: none"> <li>• Attend required training</li> <li>• Comply with Councils records management procedures - as this facilities and simplifies the release of information.</li> <li>• Facilitating the release of government information held within their area</li> <li>• Working with Governance staff to identify what if any information not to release as per GIPA guidelines</li> <li>• Assist to redact this information where necessary from government information.</li> </ul>
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## 7 Training and Guidance

*GIPA Act* awareness training will form part of new employee and councillor induction programs. Additional training will be provided to employees who are responsible for managing requests for information in other areas of Council.

## 8 Reporting

Council uses the Information and Privacy Commission GIPA Reporting tool for further management and recording of Access to Information decisions. Governance Officers will utilise this tool to record the details and decisions in relation to information release.

The Right to Information Officer will provide regular reports to Council as required and in Council's Annual Report.

### Documentation

List the name and document reference number of any other document referred to in this document, including any related policies and procedures

- 250.2019.###.1 Agency Information Guide
- 250.2019.###.1 Government Information (Public Access) Procedure
- 250.2019.###.1 Government Information (Public Access) Regulation
- 250.2019.541.1 Privacy Management Plan/Policy
- 250.2019.540.1 Records Management Policy and Framework
- 250.2019.###.1 Redaction Policy
- 250.2019.###.1 Redaction Procedure

## 9 Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.





**Government Information (Public Access) Act 2009 (GIPA)**

**Agency Information Guide 2019**





SNOWY MONARO REGIONAL COUNCIL

Document Name

Prepared in accordance with the provisions of Section 20 of the *Government Information (Public Access) Act 2009* No 52, current version 1 July 2018.

### Version Control

Date Published	Reason for Amendments	Resolution	Author/Document Owner
9 August 2018	Annual review		Governance
XXXXXX	Updated to incorporate amendments arising from the <i>GIPA</i> Regulations 2018.		Governance

PO Box 714 COOMA NSW 2630 | 1300 345 345 | council@snowymonaro.nsw.gov.au | [www.snowymonaro.nsw.gov.au](http://www.snowymonaro.nsw.gov.au)

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## 1 Structure of Council

Snowy Monaro Regional Council (SMRC) is constituted under the *Local Government Act 1993* (the Act) and was formed by proclamation of the NSW Government on 12 May 2016, amalgamating the former Bombala, Cooma-Monaro Shire and Snowy River Shire local government areas (LGA).

The SMRC region covers an area of 15,162sq kms extending from the Australian Capital Territory in the north to the Victorian border in the south with a population of 20,2018 as at 2016 census.

Eleven Councillors represent the whole community of the region, with the Mayor being elected by the Councillors from amongst their numbers. The Council is not broken into separate wards.

### 1.1 Councillors

The role of the Council is to:

- Direct and control the affairs of the Council in accordance with the Act;
- Provide effective civic leadership to the local community;
- Ensure as far as possible the financial sustainability of the Council;
- Ensure as far as possible that the Council acts in accordance with the principals set out in the Act and the plans; programs; strategies and policies of the Council;
- Develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the Council;
- Determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the community strategic plan) of the Council and for the benefit of the local area;
- Keep under review the performance of the Council, including service delivery;
- Make decisions necessary for the proper exercise of the Council's regulatory functions;
- Determine the process for appointment of the General Manager by the Council and to monitor the General Manager's performance;
- Determine the senior staff positions within the organisations structure of the Council;
- Consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities; and
- Be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

### 1.2 Mayor

The Mayor chairs the meetings of Council, performs the civic and ceremonial functions of the office, and in cases of necessity, exercises the decision making functions of the body politic, between meetings and performs any other functions that the Council determines.

### 1.3 General Manager

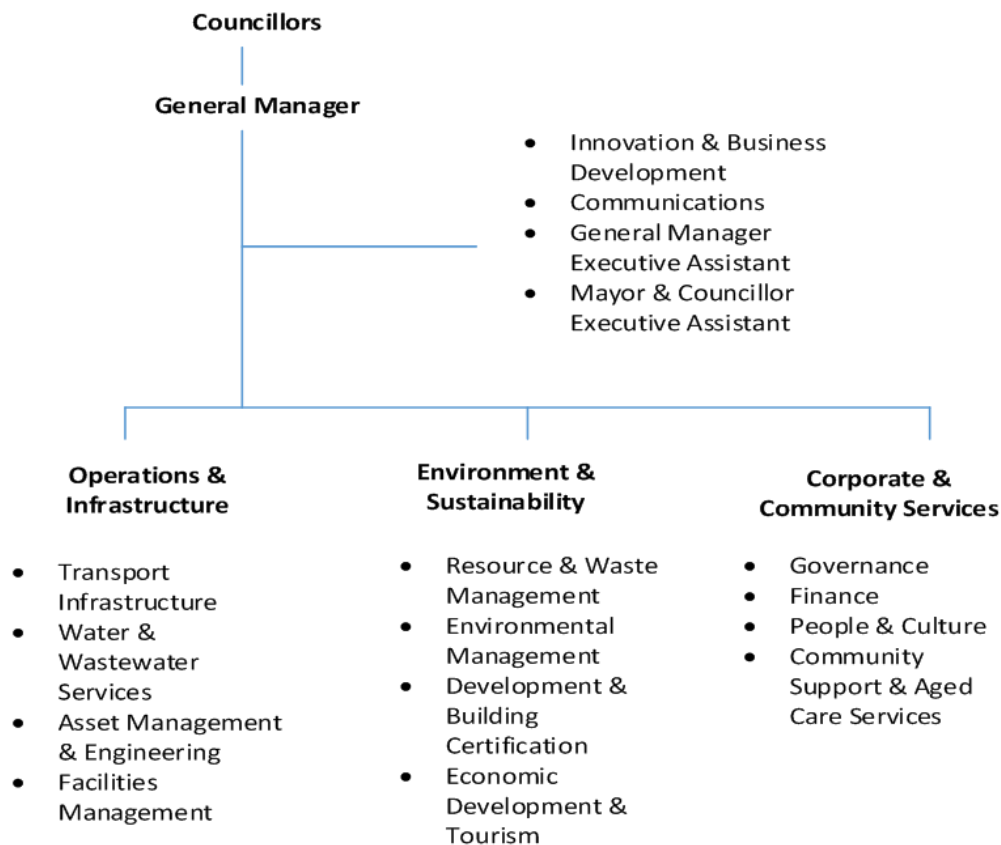
The General Manager is responsible for managing efficient operational functions of Council and for ensuring the implementation of Council decisions. The General Manager is also responsible for the day to day management of the Council, and the exercising of any functions delegated by the Council and for the appointment and management of council employees.



Three Council Directorates Operations & infrastructure, Environment & Sustainability and Corporate & Community Services assist the General Manager perform the functions required of Council.

## 1.4 Organisational Structure

The organisational structure of Snowy Monaro Regional Council is set out below:



## 2 Council Vision and Values

### 2.1 Council Vision

A trusted community partner

### 2.2 Values

***Solutionary*** – We inspire others by best practice and inventive problem resolution that delivers revolutionary changes and quality outcomes for our customers and our community.

***Together*** – We collaborate and work together in a harmonious and well organised way to support organisational initiatives.



**Accountable** – We own and take responsibility for our decisions and actions that are evidence based and justifiable, and we do what we say.

**Innovative** – We constantly seek continuous improvement and use creative thinking to look for new ways of doing things, embracing and introducing new, advanced and original ideas, products, methods and systems.

**Caring** – Our service culture is based on caring, displaying kindness and concern for each other and our community and being proud of what we do and deliver.

### 3 Council Functions and How They Affect the Public

The *Snowy Monaro 2040 Community Strategic Plan*, developed in consultation with the community, guides and directs the priorities and decision making of Council, and supports provision of a range of services, programs and initiative on behalf of the community.

As a service organisation, most of Council's activities have an impact on the public. Below is an outline of the broad functions of Council, and how they can affect the public, conferred or imposed on it by the *Local Government Act 1993*.

#### Service Functions

Council provides services and facilities to the public, these include community health, recreation, education and information services, environmental protection, waste removal and disposal, land and property, industry and tourism development and assistance, civil infrastructure, maintenance and construction.

#### Regulatory Functions

Council regulates development and buildings to ensure that they meet certain requirements affecting the amenity and safety of the community. These include issuing development and construction approvals, orders and building certificates. Members of the public must be aware of, and comply with, such regulations.

#### Ancillary Functions

These functions include, for example, the resumption of land or the power for Council to enter onto a person's land. In these circumstances, only the owner of the property would be affected.

#### Revenue Functions

Revenue from rates and other charges paid by the public helps fund services and facilities provided for the community. These functions include levying rates, charges and fees as well as borrowings and investments.

#### Administrative Functions

Councils administrative functions include employment of staff, development of management plans and financial and performance reporting. These have an indirect impact on the community through the efficiency and effectiveness of the service provided.



**Enforcement Functions**

Enforcement function include matters such as the non-payment of rates and charges, environmental planning or companion animals' offences, construction outside of hours and parking offences. Council may issue penalty notices or initiate legal proceedings for breaches.

**Community Planning and Development Functions**

Council advocates and develops plans for the needs of our community. These include initiating partnerships, participating on regional, State or Commonwealth working parties and preparation and implementation of the Community Strategic Plan.

Council also facilitates opportunities for people to participate in the life of the community through the conduct of a range of community events such as NAIDOC Week, Youth Week, as well as sponsoring many other events.

As well as the *Local Government Act 1993*, Council has powers under a number of other Acts including:

- *Biodiversity Conservation Act 2016*
- *Coastal Management Act 1979*
- *Commons Management Act 1989*
- *Community Land Development Act 1989*
- *Companion Animals Act 1998*
- *Contaminated Land Management Act 1997*
- *Conveyancing Act 1919*
- *Crown Lands Act 1989*
- *Environmental Planning and Assessment Act 1979*
- *Fire Brigades Act 1989*
- *Fluoridation of Public Water Supplies Act 1957*
- *Food Act 2003*
- *Government Information (Public Access) Act 2009*
- *Heritage Act 1977*
- *Impounding Act 1993*
- *Library Act 1939*
- *Privacy and Personal Information Protection Act 1998*
- *Protection of the Environment Operations Act 1997*
- *Public Health Act 2010*
- *Recreation Vehicles Act 1983*
- *Roads Act 1993*
- *Rural Fires Act 1997*
- *State Emergency & Rescue Management Act 1989*
- *State Emergency Service Act 1989*
- *Strata Schemes Development Act 2015*
- *Strata Schemes Management Act 2015*
- *Swimming Pools Act 1992*
- *Unclaimed Money Act 1995*

**4 Participation in Local Government – ‘have your say’**

There are many ways to participate in the policy development and the general activities of Council. These are through representation and participation, member of the public are encouraged to participate and provide input on issues considered by Council.

**4.1 Public Participation and Community Engagement**

Council holds one meeting a month on the third Thursday commencing at 5pm. Council meetings are open to the public and prior to the meetings the opportunity is offered to interested persons to register their request to address Council on any matters that are within its jurisdiction.



Members of the public can participate in community consultation and engagement through Council's website [www.snowymonaro.nsw.gov.au](http://www.snowymonaro.nsw.gov.au) where you can see matters Council is seeking public comment through [Your Say](#) and view current development applications.

Councillors serve on a number of committees comprising and including members of the public, which deal with various areas of responsibility. These committees included Section 355 management and advisory committees and external committees, such as Local Traffic Committee, BOCO Rock Community Fund and Monaro Interagency. Minutes from these committees can be viewed in Council Business Papers.

## 4.2 Councillor Representation

Local government in Australia is based on the principle of representative democracy. This means that people elect representatives to their local council to make decisions on their behalf. In New South Wales, local government elections are held every four years the next being held in September 2020.

Snowy Monaro Regional Council is represented by 11 Councillors who are responsible for providing strategic direction, leadership and vision for the Council. Members of the public are encouraged to discuss local community concerns with their elected representatives. For information and contact details visit the Councillors page on the SMRC website.

## 5 Access to Information

Under the *GIPA Act* people have an enforceable right to access government information unless there is an overriding public interest against disclosure of the information.

### How to access information

In accordance with the *GIPA Act* there is an underlying principle to provide the public with greater accessibility to government information and transparency of Council decision making for members of the public. Council's website contains a significant amount of information which Council publishes proactively.

Information that is not published on the website may be requested via informal request, free of charge, or via a formal access application in line with section 9 of the *GIPA Act* (an application fee will apply plus hourly processing charges – sometimes exemptions and discounts may apply).

### 5.1 Open Access Information

Members of the public are entitled to inspect mandatorily open access information either on Council's website, at any of the offices during ordinary office hours or at any other place as determined by the Council.

The list of Government information held by Council is set out below:

#### Information about Council

- Code of Conduct
- Code of Meeting Practice

	Issue Date:	Revision Date:	Page 8 of 12
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SNOWY MONARO REGIONAL COUNCIL

Document Name

- Annual Report
  - Annual Financial Reports
  - Auditor's Report
  - Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan
  - EEO Management Plan
  - Payment of Expenses and the Provision of Facilities to Councillors Policy
  - Annual Reports of Bodies Exercising Functions Delegated by Council
  - Any Codes referred to in the LGA
  - Returns of the Interests of Councillors, Designated Persons and Delegates
  - Agendas and Business Papers for any meeting of Council or any Committee of Council
  - Minutes of any meeting of Council or any Committee of Council
  - Departmental Representative Reports presented at a meeting of Council
  - Register of development applications and consents
  - Land Register
  - Register of Investments
  - Register of Delegations
  - Register of Graffiti removal works
  - Register of current Declarations of Disclosures of Political donations
  - Register of Voting on Planning Matters Land
  - Environmental Planning Instruments, Development Control Plans and Contribution Plans
- Plans and Policies**
- Local policies adopted by Council concerning approvals and orders
  - Plans of Management for Community

## 5.2 Informal Release

Council endeavours wherever possible and appropriate to deal with request for information informally. Informal applications are free of charge. Council encourages the public to seek information in the first instance by searching the website, and then via informal request. Not all applications can be treated informal but the vast majority can be.

To meet the requirements under the *GIPA Act*, Council has taken a resolution to manage access to information in accordance with the below categories;

### Category 1 – Informal Access Application – ‘Open Access’

- Information available publically
- Development Information made on or after 1 July 2010
- Neighbours contact details

### Category 2 – Informal Access Application – ‘Government Information’

- Simple requests relating to Development Information dated before 1 July 2010
- Plans (floor and building)

### **Information about Development Applications as per category 1. (Lodged on or after 1 July 2010)**

The *Government Information (Public Access) Regulations 2018* introduced changes to the way Council determines and releases information about development applications, as detailed below:

1. Information contained in the following records (whenever created) is prescribed as open access information:



- a) Development applications (within the meaning of the *Environmental Planning and Assessment Act 1979*) and any associated documents received in relation to a proposed development including the following:
- home warranty insurance documents,
  - construction certificates,
  - occupation certificates,
  - structural certification documents,
  - town planner reports,
  - submissions received on development applications,
  - heritage consultant reports,
  - tree inspection consultant reports,
  - acoustics consultant reports,
  - land contamination consultant reports
- b) records of decisions made on or after 1 July 2010 on development applications (including decisions made on appeal)
- (c) a record that describes the general nature of the documents that the local authority decides are excluded from the operation of this clause by point 2 below.
2. However, the information released does not include:
- a) the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or
- b) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret, or
- c) development applications made before 1 July 2010 and any associated documents received (whether before, on or after that date) in relation to the application.

**Information about Development Applications as per category 2. (Lodged prior to 1 July 2010)**

The *Government Information (Public Access) Regulation 2018* enacted changes relating to how Council determines the release of Development Application information Pre 1 July 2010. The 2018 regulation reclassified this information category from 'Open Access' information to 'Government Information' meaning the information must be obtained via an 'Access Application'.

Development application information has always been something commonly requested from Council as part of sale/purchase of a property and/or proposed works to existing houses etc. and previously provided informally to the Public under the provision it was 'Open Access' meaning it is publically available information at no cost.

Access to information relating to development applications and their accompanying support information prior to 1 July 2010 will need to be applied for using the informal Access Application form, given that they fall into Category 2 of Council's Triage System. Copyright legislation is to be considered in relation to the release of all information relating to development applications.

**Approvals, Orders and Other Documents**

- Applications for approvals under part 7 of the LGA,



- Applications for approvals under any other Act and any associated documents received,
- Records of approvals granted or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning approvals,
- Orders given under Part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA,
- Orders given under the Authority of any other Act,
- Records of Building Certificates under the *Environmental Planning and Assessment Act 1979*,
- Plans of land proposed to be compulsorily acquired by Council,
- Compulsory Acquisition Notices,
- Leases and Licenses for use of Public Land classified as Community Land,
- Performance improvement orders issued under Section 6 of Chapter 13 of the LG.

In addition to the above the following Council held government information known as "open access information" is also publicly available:

- Agency Information Guide
- Information about the Council contained in any document tabled in Parliament by or on behalf of the Council, other than any document tabled by order of either House of Parliament,
- Policies
- Disclosure log of access applications
- Register of government contracts
- Record of the open access information (if any) that it does not make publicly available on the basis of an overriding public interest against disclosure,
- Other government information as may be prescribed by the regulations as open access information.

### 5.3 Formal Release

It may be necessary to submit a formal access application if the information sought;

- Is of a sensitive nature
- Contains personal or confidential or commercially sensitive information about a third party
- Would involve a considerable amount of time and resources to assemble
- Is of uncommon complexity

Where formal application under the *GIPA Act* are made, Council will apply application, processing and advanced deposit charges as specified in the Act. For an application be considered it must;

- Be in writing
- Have the \$30 application fee paid upon lodgment
- Include a postal address within Australia, or email address
- Contain enough detail to allow the required information to be identified
- Must disclose on their access application whether they have applied to another agency, at any time, for substantially the same information, identifying the agency.

The application fee covers the first hour of processing, subsequent time spent processing the application will incur a charge of \$30 per hour. Formal Access Application forms can be found on



Council's website or by calling Council on 1300 345 345.

### Public Interest Test

When a person makes a formal access application, we must decide whether there are any public interest considerations against disclosure of the requested information. If so, Council needs to determine the weight of the public interest considerations in favour of and against disclosure and where the balance between those interests lies. Access can only be refused if the public interests against disclosure outweigh those in favour of disclosure. This is called the 'public interest test'.

### Third Party Consultation

When a person requests information from us, that information often contains details about other individuals, businesses, or agencies. Council may need to consult with those third parties before deciding whether or not to release the information to the applicant.

Consultation with third parties is important in balancing information access rights, and the rights of individuals to protect and control the privacy of information about themselves.

### Viewing Documents

Some open access documents require an appointment to be accessed, in order to allow files to be retrieved from Council's off-site storage facilities. Appointments can be made to view documents at Council offices between the hours of 9am to 4.30pm, Monday to Friday (except public holidays). Any current and previous government (open access) information may be inspected free of charge. Copies can be supplied for reasonable copying charges, subject to copyright.

## 6 Contacting Council

Member of the public can provide feedback, ask questions or make a complaint by contacting Council via:

Phone: 1300 345 345  
Email: [Council@snowymonaro.nsw.gov.au](mailto:Council@snowymonaro.nsw.gov.au)  
Website: <https://www.snowymonaro.nsw.gov.au/9/How-Do-I>  
Post: PO Box 714, Cooma, NSW 2630

Written correspondence should be addressed to the General Manager.

## 7 The Information and Privacy Commission

The Information and Privacy Commission oversees the *GIPA Act*. The commission provides information about the right to access information and can be contacted via:

Phone: 1800 472 679  
Email: [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au)  
Website: [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au)  
Post: GPO Box 7011, Sydney, NSW 2001



Project Report

27 November 2019 - 30 December 2019

Your Say Snowy Monaro

Agency Information Guide and GIPA Policy

engagement

by Bang the Table

hq

Visitors Summary



Highlights

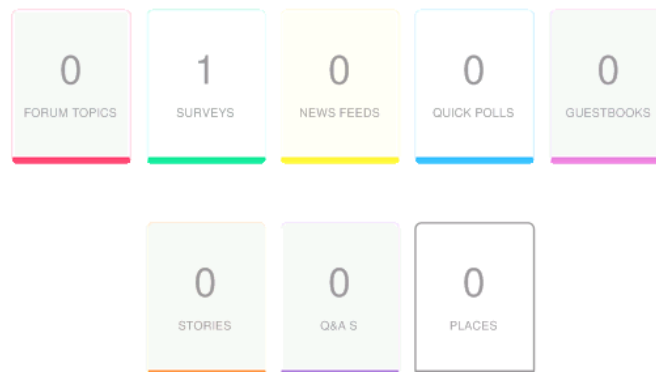
TOTAL VISITS	MAX VISITORS PER DAY	
16	2	
NEW REGISTRATIONS		
0		
ENGAGED VISITORS	INFORMED VISITORS	AWARE VISITORS
0	3	16

Aware Participants	16	Engaged Participants	0
Aware Actions Performed	Participants	Engaged Actions Performed	RegisteredUnverifiedAnonymous
Visited a Project or Tool Page	16		
Informed Participants	3	Contributed on Forums	000
Informed Actions Performed	Participants	Participated in Surveys	000
Viewed a video	0	Contributed to Newsfeeds	000
Viewed a photo	0	Participated in Quick Polls	000
Downloaded a document	3	Posted on Guestbooks	000
Visited the Key Dates page	0	Contributed to Stories	000
Visited an FAQ list Page	0	Asked Questions	000
Visited Instagram Page	0	Placed Pins on Places	000
Visited Multiple Project Pages	3	Contributed to Ideas	000
Contributed to a tool (engaged)	0		



Your Say Snowy Monaro : Summary Report for 27 November 2019 to 30 December 2019

## ENGAGEMENT TOOLS SUMMARY

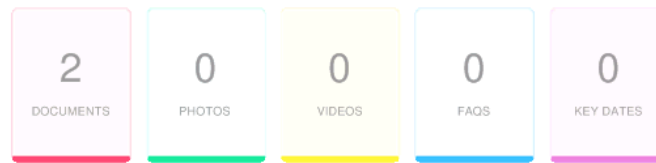


Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Agency Information Guide and GIPA Policy Feedback Form	Archived	0	0	0	0



Your Say Snowy Monaro : Summary Report for 27 November 2019 to 30 December 2019

## INFORMATION WIDGET SUMMARY



Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Agency Information Guide 2019	3	3
Document	Government Information Public Access Policy	1	1
Key Dates	Key Date	0	0



Submission #1

Mr Bascombe,

I respond to Council's notice (Post 11/12/19) inviting feedback on GIPA (Government Information Public Access). I have written to the general manager previously to express dissatisfaction with repeated, prolonged delays that plant GIPA regulation.

When my informal request for information was ignored I lodged a formal application under GIPA, 30 August 2018. I paid \$30.00, the required fee. A receipt was issued. 23 October 2018 I was advised that my application had been received.

22 November 2018 I was advised that there would be a delay. 11 December 2018 a few items were provided.

An IPC fact sheet reports, "your application will usually be finalised within 20 working days --- if agency needs to talk to another person to find information --- it may take an extra 10-15 days."

Sussex Monaro Regional Council took from 30 August '18 till 11 December '18 to provide a token response.

14 December '18 I requested an internal review. The pattern of delays continued.

By 13 March '19 Council had employed a lawyer to argue that Council had complied with its obligations and that the time for an external review had expired.

My second formal application was lodged 27 June 2019. The pattern was repeated: an extension of time is required. I have requested an external review.





Council have misapplied qualifications in GIPA policy to avoid disclosures. (a) They quote a need to consult another person. The dispute was between neighbours. One other person, the certifier for my building approval, may have been involved.

(b) They claim disclosure is not in the public interest. In a fencing dispute between neighbours who in the public has an interest? What possible area of interest would involve the public?

Council's policy statement, "currently on public exhibition" (but not in the library) seems to espouse State IPC policy until a final disclaimer: "Council reserves the right to review, vary or revoke this policy ..."

My experience suggests that Snowy Monaro Regional Council chooses what state policy to follow and what to subvert.

Copies to Post, General Manager, Councilor host,



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#### 9.4.5 DISASTER RECOVERY FUNDING ARRANGEMENT PROGRAM

Record No:

Responsible Officer:	Chief Executive Officer
Author:	Acting Director Corporate and Community Services
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.2 Sound governance practices direct Council business and decision making
Delivery Program Objectives:	10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community
Attachments:	Nil.
Cost Centre	
Project	Bushfire Recovery
Further Operational Plan Actions:	N/A

#### EXECUTIVE SUMMARY

In moving into the recovery phase after the recent bushfires the council needs to consider what additional measures it can put in place to assist with the recovery and improve resilience to future events. Council's capacity to respond has been enhanced with funding from the Disaster Recovery Fund, providing \$1million to assist the Council with the costs of undertaking recovery action.

Actions to support the community's recovery efforts will take up the bulk of the funding, with some funds being held to deal with impacts on Council's infrastructure. In addition it is proposed to waive fees to assist directly impacted members of the community to rebuild.

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

#### OFFICER'S RECOMMENDATION

That Council:

A. Based on the category of hardship waive:

- (a) Council fees associated with the lodgement of a development application, including any pre-lodgement advice, complying development certificate, other certificates and associated inspections for current owners to rebuild their lost or damaged buildings on the basis of hardship.
- (b) Council fees for replacement of development approvals, licenses, certificates of permits lost in the fires.

B. Support bushfire affected residents through the compassionate uses of Council's hardship provisions to waive interest on rates and charges.

C. That the \$1million grant for disaster resilience be allocated as follows:

- (a) Employment of a recovery team and associated expenses to develop and co-ordinate recovery actions and support the community in gaining access to the



available programs of support.

- (b) Provide funds for replacement of community assets lost or damaged in the current bushfire season.
- (c) To cover the cost of managing the impacts of the bushfire on the water supplies for the towns and villages in the LGA, including impacts of erosion, debris, increased treatment costs and improvements to infrastructure to cope with impacts.
- (d) Provide for a business advisory service to support businesses directly or indirectly impacted by the bushfires.
- (e) Provide funds to undertake works to improve the fire resilience of Council's infrastructure and reduce identified fire risks.
- (f) Develop a strong understanding of the impacts of the bushfires covering the short, medium and long term to enable Council to invest in programs that will achieve positive outcomes for the community and support Council in seeking additional support to strengthen the economy of the Snowy Monaro area.
- (g) Provide funding to undertake identified projects and utilise as seed funding to maximise the potential funds that can be raised to support resilience activities.

## BACKGROUND

As a result of the widespread impact of the bushfires the Commonwealth Government determined to provide initial and immediate support payments to Council's affected by recent bushfires. Each affected Council was allocated \$1million. The advice is that funds are to be spent on projects and activities that the Council deems essential for the recovery and renewal of the community.

This funding is provided under Category D of the funding arrangements, which are for exceptional situations. They must be used in ways that align with the general principles of the disaster recovery funding arrangements.

It is important that these funds be allocated in ways that are not covered under the other funding options available to the State Government.

Under the other funding streams eligible funding can be provided for:

- Restoration or repair of essential infrastructure (roads, bridges, culverts, council offices)
- Emergency food, clothing or accommodation
- Repair or replacement of essential items of furniture and personal effects
- Cost of restoring houses to habitable condition
- Demolition or rebuilding to restore housing to a habitable condition
- Removal of debris from residential properties.

Not all of these funds will be provided, as the level of support has to be agreed between the State and Commonwealth Government. The NSW Government has already announced it will fund:

- The cost of clean-up of destroyed residences and eligible businesses (noted as covering primary producers). (Note: Details of exactly what will be covered is still unclear).



- Up to \$75,000 for primary producers to help pay for costs of clean-up and other emergency measures including disposing of dead stock, and rebuilding or replacing damaged or destroyed on-farm infrastructure.
- Up to \$50,000 for small businesses that have suffered direct fire damage to repair damage.
- Transport of fodder, domestic water, stock water and movement of stock.
- Low interest loans up to \$130,000 for primary producers and small businesses directly affected. (First two years are interest free and with no repayments, then 0.82% interest rate).
- Cost of any development related fees set by the NSW Government.
- Free replacement of licenses, certificates or permits lost in the fires.
- Six months value of rates where residence destroyed.

There are actions that the Council can take that will have limited impact on the resourcing of the Council, but can assist people with moving forward.

**Replacement Documentation:** Where people have lost documentation the cost will be minimal, including only the time of staff to identify records and provide either electronic or photocopy versions.

**Waiver of interest on rates:** While there has been some support offered by the NSW Government, the recovery time may exceed 6 months, particularly where the large proportion of a farm has been affected. Equally, there will be hardship situations where the NSW Government support will not assist, such as where most of a farming property has been impacted and the residence saved and people who have lost employment due to either the loss of tourist numbers or loss of forestry.

As these rates would otherwise have normally been paid there is no foregone interest that needs to be allowed for in the budget. Council already has provision within its Hardship Policy to allow for this support to be put into place. Specific grounds have not been put in the recommendation as there is the need to be able to address the hardship situations as they arise. In general the following guidelines will be applied over the coming twelve months:

- For people who have lost homes, this will be confirmed and a 12 month waiver put into place.
- For farmers who have had their business directly affected by fire we will work with Local Land Services and Rural Fire Service to get a statement of impact and if significant impact can be shown apply a 12 month waiver.
- For those who have lost employment we will seek a letter from the employer confirming the loss relates to the natural disaster and apply a 6 month waiver. At the end of this period proof of continued unemployment will allow them to qualify for a further 6 month waiver.

Other people facing hardship will need to complete a hardship application which will be reviewed on a case by case basis as per the existing policy.

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**Waiver of development related fees and charges:** Where existing development approvals exist they would allow people to redevelop without the need for a new development. There will still be requirements around construction certificates and other approvals and the potential need to incorporate standards that have changed since the initial building was improved. A number of the lost buildings are likely to have been in place prior to the need for approval and experience in other local government areas has been that there are also unapproved dwellings often impacted. In these cases the buildings will need a full assessment. There are cost impacts with this, as there will still be a need for staff to undertake the assessments and inspections. Council will look to absorb these costs by managing the workload of development and using the available volunteer network of council staff if needed. It is estimated that this will reduce the cost to the affected owners by around \$5,000 per dwelling. Based on the current identified lost buildings this would equate to \$75,000 in fees. There will be other structures, such as sheds and damaged houses that may also need to be assessed or inspected. As the fires are still active, the level of impact may increase.

This would include fees and charges such as:

- Development Application Fee
- Complying Development Certificates Application Fee
- Construction Certificate Application Fee
- S.68 Local Government Act Fees
- S.138 Roads Act Application Fee
- Occupation Certificate Application Fee
- Bushfire Attack Level Certificate Application Fee
- Any required Building Certificate Application fee relating to a rebuild
- All Inspection Fees relating to listed applications above
- Property Information Request Application fee
- Any fees relating to the copying of documents from Council's records management system
- Council Administration fees relating to integrated development
- Annual Fee for Renewal to Operate an On-Site Sewage Management System (yielded as an invoice on the rates notice) for those properties that have lost homes
- Any 10.7 Planning Certificate Application Fee relating to a rebuild

There are other issues that will need to be funded by the Council, to whom the main effort of managing the recovery operations will fall.

**Recovery Support Team:** Already there are sections of the community who have moved into recovery, even while we have other sections that are in the midst of an emergency. The demand for information, action and the need to liaise with many stakeholders on a wide range of issues means there is the need for increased staffing resources.

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Currently there are two staff members in place as the recovery team, a Local Recovery Officer and an Assistant Recovery Officer. Based on the recent fire activity a second Assistant Recovery Officer will be employed. The level of workload being generated by the recovery operations is also being seen to require administrative support.

The Local Recovery Officer will coordinate the activities of Council as well as liaise with the community and government agencies. They will also be looking to bring together the proposed plans and actions of the various groups involved in the recovery activities to ensure there are no overlaps or gaps. The Assistant Recovery Officers will be working more directly with assisting the affected people in the community, providing access to information, assisting with gaining support services. They will also be providing support to the Local Recovery Officer and providing input from the communities within which they are located. Provision will be made to have a Local Recovery Officer and administrative support in place for 12 months, with the assistant roles allowed for a six month period.

**Community Asset Replacement:** With the fires still active and being early in the normal fire season there is still the potential for community assets to be lost. If this occurs the replacement will not be funded through the disaster recovery fund and there is generally no other assured sources of grant funding. The current allocation of funds will be the only funding available for replacing any lost community halls, sporting or cultural facilities. While most buildings are insured this does not cover all aspects, for example regenerating a sports field. Equally, it is often found that the new facility has additional costs over the value of the old building. If funds are not in place for any facility lost there will be a need to defer other projects to fund the replacement of any community infrastructure that is lost.

Should the Council not suffer the loss of infrastructure these funds could be reallocated to the identified area of need.

**Erosion Management/Water Quality:** A number of communities rely on water sources with catchments that have been affected by bushfire. This may have a significant impact on the water quality that can be provided to the communities. This is particularly relevant considering the level of treatment that is possible with the existing treatment facilities. Systems will need to be put in place to minimise the impacts of runoff into multiple systems. The run off will potentially bring silt, ash and debris into the water, all of which will create challenges. It may be difficult to have systems in place before the first expected rainfalls, but actions will be required.

**Financial Advisory Support:** There are already many reports of the impacts the bushfires are having on businesses across the area. These include loss of tourist trade to lack of haulage work. It is clear that there will be a wide ranging number of businesses affected and the impacts will be both short and long term. Providing a financial advisory service will provide these businesses with access to sound advice at a time when they may not be in a good position to access such services. The support will focus on coping with the impacts on the business and putting in place financial plans to allow those businesses to continue where possible. This will also support employees, by improving the ability of businesses to retain staff as much as possible.

**Improving the Fire Resilience of Council Infrastructure:** It has been identified that there are some council assets that would benefit from actions to improve their fire resilience or reduce the fire risk that they present to neighbouring properties. Funds are proposed to be

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allocated to review Council's assets and undertake a program that will improve the communities resilience to future fire events.

**Economic Impact Assessment & Actions:** It is clear there will be impacts from the fires. In order to know the extent and areas this will occur in it is recommended that the impacts be assessed and the information be used to determine what actions will place the Council in a position to best strengthen the economy. There will be many competing demands for support and without good information it will not be possible to lobby effectively for the support the community will most benefit from. It is anticipated that funds will be required to undertake as rapid an assessment as possible on the impacts and where they will be felt throughout the community. This will need to bring in the impacts of agriculture, forestry and tourism so that all aspects of the economy are considered.

It is considered likely that further grant funding will be provided to assist economies to recover from the impacts. The Council needs to be well positioned to maximise the opportunities that will come with those funding pools. Council needs to be 'shovel ready' and having in place a well-researched and designed economic recovery plan will achieve this.

As an example a further \$100,000 has been provided as the Bushfire Community Resilience and Economic Recovery Funds: Phase 1. This indicates that there will be future rounds of funding and the Council needs to ensure that it is prepared for this eventuality.

The financial capacity of the Council to support the community in other ways is severely limited. Some of the options that are available to the Council are discussed below. To undertake these the Council would need to reduce other programs it is undertaking, potentially leading to loss of work for staff or contractors.

**Direct Ratepayer Support:** There may be considerable impact on earnings as a result of the bushfires. This will include direct impacts of having farms burnt out and not productive as well as the potential for loss of jobs as a result of impacts of forestry losses or tourist number reductions. The NSW Government has indicated it will fund 6 months of rates for people who are unable to reside on their property.

As mentioned previously, there will be a wide range of hardship cases that will not be covered by the NSW Government's scheme. In our area the main impacts will be on the viability of farming enterprises, tourism enterprises and forestry related business. On the current situation the NSW subsidy will assist 20-30 properties. The number of people who are likely to have a significant impact, either through loss of means of production or loss of employment resulting from the fires is potentially in the order of 200-300. Based on the assumption that people facing hardship are split 50:50 between urban and rural situations and using the average rates such an approach would cost in the order of \$220,000 per 6 month period.

Council cannot waive the rates under the current legislation. Instead Council would need to provide donations. To do this Council would need to provide public notice of its intention to create a donation scheme before adopting the donation scheme.

Equally, feedback has been received that there are businesses that have no income coming in and are facing difficulty paying utility and other bills. It is difficult to determine the number of these that exist, but also could be in the hundreds as there would be businesses around Jindabyne and Adaminaby that would have had a significant impact from the closing

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of the Kosciuszko National Park. In the Bombala area forestry related businesses have been effectively stood down due to road closures and fire activity.

If Council determines to subsidise businesses, then it must also consider the equity of supporting individuals who are also unable to pay bills due to loss of earnings by being stood down.

**Waiver of Waste Charges:** There have, and continues to be, requests for Council to provide free disposal of waste. This has ranged from requests for residences damaged by fire to a blanket exemption. The NSW Government has provided support to remove waste from residences and nearby outbuildings destroyed by fire. This will still leave a large amount of waste from farm properties. So far there are 22 structures identified as destroyed and over 100 damaged. This number may rise. The cost of disposing of all of the waste from these structures could be up to \$1million. Just the cost of the free waste disposal during the time the fires were threatening cost Council around \$170,000.

**Water subsidy:** There have been requests for a subsidy for the water used to clean ash off buildings and vehicles. Based on assessment of the likely water required to clean down a house, two cars and a driveway this would take around 4,500L. Based on the reticulated water supply costs of \$3.14 per kilolitre this equates to approximately \$15 of water.

Council has no way of determining whether properties had been sufficiently affected by ash as to require cleaning. As such all 14,000 properties in the shire would be potentially eligible for such a subsidy. If the subsidy was paid to all users this would cost \$210,000. If Council wished to pay a higher subsidy for rural users to reflect the cost of carting the water the subsidy would be significantly higher.

There is little value in providing all residents with a \$15 subsidy, which would have to be done as a credit on their rates, as this would then simply have to be recouped from the residents at a later stage. This means that the community would have to bear the cost of implementing the scheme for something that would have no real impact on the hardship position of the majority of the community.

The cost of processing applications for subsidies of \$15 would exceed the value being provided to individuals, leading to the broader community being worse off with incognisant benefits.

#### **What are other Councils doing:**

Not many other councils have yet allocated the funding. The following table outlines the various responses of the councils that staff are aware of, including where funds have already been allocated.

Council	Use
Nambucca	Council immediately allocate \$100,000 of the \$1m to urgent bushfire recovery activities as determined by the Bushfire Relief Committee.  That the Bushfire Relief Committee prepare a draft program for the expenditure of the remaining \$900,000 and this be publicly advertised for 21 days.



9.4.5 DISASTER RECOVERY FUNDING ARRANGEMENT PROGRAM

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Council	Use
Blue Mountains	That the Council receives a briefing on the timing and most appropriate way to implement a community-based event, upon the cessation of the current bush fires in the Blue Mountains, to thank bush fire response personnel and emergency services and support staff involved in responding to the bush fire emergency in the Blue Mountains.
Lithgow	No specifics about allocation - civic ceremony to be held for volunteers.



Council	Use
Bega Valley	<p>Not clear of how following initiatives will be funded.</p> <p>Waiver of Council fees associated with the lodgement of a development application, including any pre-lodgement advice, or complying development certificate and other certificates for current owners to rebuild their lost or damaged buildings or subsequent inspections.</p> <p>Waiver of waste disposal gate fees for fire-affected material subject to the NSW Government financing the cost to Council to dispose of and manage this waste.</p> <p>Waiver of Interest on General Rates instalments for the remainder of the financial year for fire effected properties noting a further report will be presented to Council pending guidance from the Office of Local Government.</p> <p>Waiver of lease and licences fees paid to Council for use of Council owned and managed land and buildings as detailed in the report to Council of 5 February 2020 for a period of six months being the second half of the 2019/20 financial year.</p> <p>That for all water customers on the Eden and Brogo (including the villages of Cobargo, Quaama, Bermagui, Wallaga Lake) supplies where water usage for the current period is calculated to be more than 10% above the previous three year average a \$50 credit be applied to the account. Customers who have lost their home will not be charged for water used since the last time their meter was read until a new meter is installed.</p> <p>Provide a one-off reimbursement of up to 13,000L of water (noting this is cost of water only and not cartage by contractor) to residents within fire affected areas that are not connected to Council's reticulated water supply and have utilised the services of water carters accessing Council water fill stations. The mechanism for this to be provision of evidence of a water account paid to a water carter registered with Council to access Council water fill stations.</p> <p>Provide residential and non-residential sewerage customers who have lost their homes or businesses with a credit of 50% of the annual sewer access charge.</p> <p>Provide residential and non-residential water customers who have lost their homes or businesses with a credit of 50% of the annual water access charge.</p> <p>In recognition of fire-damaged pressure sewer systems Council to repair systems free of charge. The mechanism of this is for Council Water &amp; Sewer staff to authorise and perform all repairs.</p> <p>Water connection fees be waived for reconnection of meters for properties who have had their water meter destroyed by fire.</p> <p>Delegate to the General Manager authority to waive green waste fees should the NSW Government commit to funding the management, handling and processing of green waste for a fixed period.</p>



Council	Use
Queanbeyan-Palerang	<p>Fund the hire fees of the Braidwood Showground for the duration of the BlazeAid operation.</p> <p>Subsidising private works relating to dam cleaning and reinstatement of property lost in the 2019/20 bushfires.</p> <p>Covering the waste disposal fees for general building waste and debris generated as a direct result of the fire, subject to that material not being contaminated with any form of asbestos matter and where the costs are not otherwise recoverable by the owner through insurance or other external funding sources.</p> <p>Provide a subsidy for DA/inspection fees for rebuilding destroyed homes and infrastructure.</p> <p>A \$470 one-off rates rebate for all rates assessments where homes have been destroyed or rendered uninhabitable. (est \$300k for all points above).</p> <p>Fit out the recovery centre and arrange repairs to the evacuation centre in Braidwood, and recovery camp at the Showground (est \$50k).</p> <p>Recruit a fixed term local bushfire recovery coordinator to work with the local and regional recovery committee effort (est \$100k).</p> <p>Recruit a fixed term economic development officer to work with local businesses in Braidwood, Bungendore, Nerriga and Araluen to identify economic impacts, develop business and skills; and fund marketing campaigns to help restore those local economies and trade, and to bring tourists back into those towns (est \$175k).</p> <p>Initiate as soon as possible a television advertising campaign to help restore local economies in Bungendore and Braidwood (est \$25k).</p> <p>Second a community development officer to engage with community, establish funded programs and coordinate events to restore and build resilience in the communities of Braidwood, Nerriga and Araluen and adjacent localities (est \$150k).</p> <p>Financial support for local wildlife recovery groups (\$10k).</p> <p>Hold balance in reserve for unfunded infrastructure repairs (est \$190k).</p>



Council	Use
Shoalhaven	<p>Waives the following fees and charged for eligible properties:</p> <ul style="list-style-type: none"> <li>a. Interest accruing on the rates instalments issued after December 2019 until 30 June 2021</li> <li>b. Development Application</li> <li>c. Construction Certificate</li> <li>d. Complying Development Certificate</li> <li>e. Principal Certifier Inspections</li> <li>f. Final Occupation Certificates</li> <li>g. All Plumbing and Drainage inspection fees</li> <li>h. Section 68 applications under the Local Government Act, 1993</li> <li>i. Section 138 applications and inspections under the Local Government Act, 1993</li> <li>j. All archiving and associated administration fees (record search, document management, etc.)</li> <li>k. Bushfire Attack Level Certificates</li> <li>l. Advertising fees</li> <li>m. Replacement cost of reflective rural property number plate signs(Est development fees \$1.2million cost)</li> <li>n. Retail food inspection fees for routine inspections scheduled before 30 June 2020</li> <li>o. Swimming pool inspection fees for routine inspections scheduled before 30 June 2020</li> <li>p. Caravan parks s68 applications (renewal to operate, installation applications, notice of completions)</li> <li>q. Notice under the Protection of the Environment Operations Act fees</li> <li>r. Tree removal application fees (Environment fee est cost \$160,000)</li> <li>s. Green waste and spoiled food tipping fees until 30 January 2020 (Est cost \$340,000)</li> </ul> <p>Endorses other financial relief measures such as extension of Pensioner Concessions, and suspension of debt recovery actions until 30 June 2020, in accordance with the Local Government Act 1993.</p>



Council	Use
Snowy Valleys	<p>Not clear in papers how this will be funded</p> <p>Support the waiving of the following fees and charges for the properties destroyed and/or damaged in the recent fire events:</p> <ul style="list-style-type: none"> <li>• Water and Sewer charges</li> <li>• Waste fees</li> <li>• Development Application, Complying Development and associated fees; and</li> <li>• Interest on Water charges and General rates instalments.</li> </ul>
Wingecarribee	<p>Waste disposal at Bargo Waste Management Centre \$50,000</p> <p>Tourism recovery program \$75,000</p> <p>Balmoral Park, Balmoral - Establishment of an informal passive recreation area. \$100,000</p> <p>Casburn Park, Wingello - Beautification works and installation of park furniture. \$50,000</p> <p>Tree Removal at Balmoral, Wingello, Exeter, Wombeyan Caves Road and Manchester Square \$225,000</p> <p>Glow Worm Glen - Restoration of bushfire damaged walking track. \$25,000</p> <p>Repair and restoration of mountain bike tracks at Wingello and Bundanoon \$25,000</p> <p>Roadside entrance into Bundanoon - Removal of trees and vegetation that pose a potential fire risk and general clean up. \$25,000</p> <p>Contribution to Honour Fallen RFS Firefighters \$15,000</p> <p>Rate relief for properties with homes completely destroyed \$300,000</p> <p>Restoration and regeneration of flora and fauna in bushfire impacted areas. \$100,000</p> <p>Contingency \$10,000</p>

## QUADRUPLE BOTTOM LINE REPORTING

### 1. Social

The support will improve the resilience of business by providing the tools for them to develop strategies to cope with similar emergency events. It will support the broader affected community by assisting them to access available support.

### 2. Environmental

The activities to mitigate the impacts on the town and village water supplies will in some instances also mitigate environmental impacts of any heavy rainfall impacts.



Outside of the \$1million in grants currently provided additional costs will have to be funded from either reducing the projects being undertaken by the Council or an increase in rates or other fees and charges. Council's general cash position is weak and it is not in a position to absorb a large financial shock without making offsetting adjustments.

[illegible]



9.4.5 DISASTER RECOVERY FUNDING ARRANGEMENT PROGRAM

Estimated Expenditure	Amount	Financial year	Ledger	Account string															
Foregone Revenue	\$90,500	2019-20 & 2020/21																	
<b>Total Revenue</b>	<b>\$1,090,500</b>																		

#### 4. Civic Leadership

The program has been developed to try and ensure that the Council can provide equitable support for the many people affected by the event, whether directly or indirectly.



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#### 9.4.6 ROYAL MILITARY COLLEGE DUNTROON REQUEST TO CONDUCT STABILITY EXERCISES

Record No:

Responsible Officer:	Acting Director Environment & Sustainability
Author:	Tourism Promotion and Event Coordinator
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.3 Advocate and work with other levels of government, community and industry to improve outcomes
Delivery Program Objectives:	10.3.1 Council connects, recognises, advocates and works in collaboration with all leaders across the community and beyond our boundaries
Attachments:	Nil
Cost Centre	
Project	
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

The Royal Military College (RMC) of Duntroon has requested approval from Council to conduct stability exercises in Cooma during March 2020. Whilst the RMC have sought the specific approvals they might need for their activities from various agencies, it is important to their operation that they receive a general endorsement from Council.

Stability activities usually entail staff cadets patrolling throughout the town, on foot and in vehicles with weapons and body armour. As part of the exercise there will be simulated combat using blank ammunition, this will be confined to areas assessed and approved by Council staff. The exercise is subject to restrictions based on the fire danger, with the RMC Duntroon advising there will be no battle noise simulation using explosives. Information provided for reference is that the blank ammunition is significantly quieter than live ammunition. An estimated 200 persons will be involved in the exercise.

This present operation follows on from a successful exercise held in Cooma during May 2018. A further report will be provided to Council after the operation has concluded reviewing how it went. However the RMC has already expressed interest in conducting up to two stability exercises per year in future.

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

#### OFFICER'S RECOMMENDATION

That Council

- A. Approve the Royal Military College Duntroon request to conduct stability exercises in Cooma during the month of March 2020; and
  - B. Approve the waiver of any applicable fees for short-term, periodic use of Council facilities for the exercises (noting that the fees would total a minor amount)
-



## **BACKGROUND**

On 14 December 2017, Council approved the Royal Military College of Duntroon (RMC) to conduct stability exercises in Cooma during May 2018 (Resolution 285/17). The activity was considered successful with both community engagement and cadet training experience. A community open day was held on 26 May 2018 to engage members of the public with army displays and demonstrations.

The RMC has requested permission to conduct the next exercise in March 2020, establishing a base at Polo Flat from 29<sup>th</sup> February with training scenarios proposed to be held from 6<sup>th</sup> – 21<sup>st</sup> March 2020.

The matter was submitted to the Local Traffic Committee meeting 16<sup>th</sup> January (Item 7160) with a letter of general access granted for army vehicles during this period.

## **QUADRUPLE BOTTOM LINE REPORTING**

### **1. Social**

RMC contacts have expressed their opinions about this being an invaluable training experience for cadets of the Royal Military College, with RMC interested in forming positive community relationships to conduct these exercises locally up to twice per year in the future with Council's support.

The RMC operations coordinator continues to work with Council through the Tourism Promotion and Events Coordinator about 'no-go' zones such as retirement villages, cemeteries, schools and sacred places.

Public notification of army presence for these activities is imperative to ensure community awareness and reduce concerns. Print media and social media, with targeted letterbox drops around the scenario/accommodation locations are planned by RMC. Contacts for local radio and other media publications have been provided. Council's communications team will also provide support with public notification via regular communication activities including social media and the Communique.

### **2. Environmental**

There are no foreseen environmental impacts with this exercise. There were no negative environmental impacts reported at the conclusion of their activity in May 2018.

An assessment of Council land and facilities utilised will be undertaken within 72 hours of the event conclusion to ensure no damage has occurred. Relevant Council staff and an army environmental officer will be involved in this review.

### **3. Economic**

A small economic boost is possible for local food and coffee venues, with at least 200 persons predicted to be involved in the exercise. RMC propose to invest locally with the purchase of supplies such as sand, fencing hire, porta-loo hire and rental of some private locations (subject to RMC contractual obligations already in place).

RMC have requested a waiver of fees that may be associated with short periods of use of Council sportsgrounds. Rotary & Nijong sportsgrounds have been identified as possible 1 hour scenario locations. Hire fees are \$21/hour. The Tourism Promotion and Events Coordinator has been working to coordinate RMC usage of such sportsgrounds around regular sporting group schedules for these facilities.

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

Royal Military College Duntroon stability exercises were conducted in Cooma during May 2018. Council considered and approved the request at their meeting of 14 December 2017 (Resolution 285/17). The present exercise is an opportunity for Council to directly support the training of our nation's military personnel noting that the RMC Duntroon is also located within our Canberra region. Local Government support of Federal government agencies sends an important message of government cooperation for the benefit of our wider community. The presence of the army cadets in Cooma also adds some novelty to the town and provides an additional economic benefit. It also builds positive community relations and may also inspire other young people to consider a career in defence.

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#### **9.4.7 ALIGNING THE TOKEN VALUE OF GIFTS AND BENEFITS POLICY WITH CODE OF CONDUCT**

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Manager Corporate Governance
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects
Delivery Program Objectives:	10.1.4 Harmonisation of policies, procedures and processes deliver customer focused business practices
Attachments:	1. SMRC Gifts and Benefits Policy 2. Code of Conduct

Cost Centre

Project

Further Operational Plan Actions:

#### **EXECUTIVE SUMMARY**

It has been noted that the token value of the Gifts and Benefits policy is different to the value in the code of conduct.

The Code of Conduct adopted by the council on 16 May 2019 (Resolution number 196/19) the token value of gifts is set at \$50. As the most recent decision of the Council it is recommended to change the Gifts and Benefits Policy to align with Code of Conduct policy.

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

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

That Council adopt a change to Gifts and Benefits policy to set a token value of \$50 instead of \$25.

#### **BACKGROUND**

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

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

Nil.

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

Nil.

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**3. Economic**

Nil.

**4. Civic Leadership**

Council's policies need to be consistent.

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<b>Title of Policy</b>	<b>SMRC 83 – Gifts and Benefits</b>		
<b>Responsible Department</b>	Service Support	<b>Document Register ID</b>	250.2016.83.1
<b>Policy Owner</b>	Governance	<b>Review Date</b>	September 2019
<b>Date of Council Meeting</b>	27 July 2016	<b>Resolution Number</b>	96/16
<b>Legislation, Australian Standards, Code of Practice</b>	Local Government Act 1993 Office of Local Government - Model Code of Conduct for Local Councils in NSW Independent Commission Against Corruption (ICAC) – Managing Gifts and Benefits in the Public Sector - Toolkit		
<b>Aim</b>	Provide guidelines for staff and councillors on the receipt of gifts and/or benefits in the course of performing their duties.		

## 1 Purpose

Council has developed a Gifts and Benefits Policy which applies to Councillors and staff in relation to the receipt of gifts and or benefits they may receive whilst in the course of performing their duties.

Council maintains an electronic gifts register which requires Councillors and staff to declare any gift or benefit they may receive. This includes whether or not the gift or benefit was accepted or declined.

The purpose of this policy is therefore to provide guidelines for both Councillors and staff in relation to this important issue.

## 2 Relevant Legislation / Standards / Code of Practice

- Local Government Act 1993
- Model Code of Conduct for Local Government
- Independent Commission Against Corruption (ICAC) – Managing Gifts and Benefits in the Public Sector – Toolkit

## 3 Policy Details

### 3.1 Introduction

In the course of their public duties, both Councillors and staff may encounter situations in which they are offered gifts or benefits for a variety of reasons. In dealing with any offers of gifts or benefits, you must ensure that not only do they not influence you in the performance of your duties, but also that there can't be any public perception of undue influence due to these offers.

### 3.2 Definitions

#### 3.2.1 ICAC Definitions

The Independent Commission Against Corruption in its publication *"Gifts, Benefits or Just Plain Bribes? – Guidelines for Public Sector Agencies and Officials"*, defines gifts and benefits as follows:



**Gifts:** *In a private context, gifts are usually unsolicited and meant to convey a feeling on behalf of the giver, such as gratitude. There is ordinarily no expectation of repayment. Gifts given in a private context are not the focus of this publication. "Gifts are also offered to individuals in the course of business relationships. Such gifts are usually given for commercial purposes, for example, to create a feeling of obligation in the receiver. Some examples of these sorts of gifts are:*

- *Money*
- *Alcohol*
- *Clothes*
- *Products*
- *Tickets*

**Benefits:** *The term "benefit" is used in this publication to refer to something which is believed to be of value to the receiver, such as a service. Examples include:*

- *Discount on Purchases*
- *Priority in allocation of goods or services, ie tickets, etc*
- *Any form of preferential treatment*

### 3.2.2 Local Government Act Definitions

In addition, the definition of a "gift" under Part 1, Schedule 3 – *Disclosure of Interests of the Local Government Act 1993*" is as follows:

#### **Gifts**

(1) *A person making a return under section 449 (3) must disclose:*

- *A description of each gift received since the last return under Part 2 of Chapter 14 was made*
- *The name and address of the donor of each of the gift/s.*

(2) *A gift need not be included in a return if:*

- *It did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or lesser*
- *It was a political contribution disclosed, or required to be disclosed under Part 6 of the Election Funding Act 1981*
- *The donor was a relative of the donation recipient.*

(3) *For the purposes of this clause, the amount of a gift other than money is an amount equal to the value of the property given.*

### 3.3 Council's Position on Gifts and Benefits

Council's position regarding the receipt of gifts and benefits by Councillors and staff is that a councillor or member of staff must not, by virtue of his or her official position, accept or acquire a personal profit or advantage of a pecuniary value.



You must avoid situations giving rise to the appearance that a person or body, through the provision of gifts, benefits or hospitality of any kind, is attempting to secure favourable treatment from you or council.

You must take all reasonable steps to ensure that your immediate family members do not receive gifts or benefits that give rise to the appearance of being an attempt to secure favourable treatment. Immediate family members ordinarily include parents, spouse, children and siblings.

**3.3.1 You must not:**

- seek or accept a bribe or other improper inducement
- seek gifts or benefits of any kind
- accept any gift or benefit that may create a sense of obligation on your part or which may be perceived to be intended or likely to influence you in carrying out your public duty
- accept any gift or benefit of more than token value
- accept an offer of money, regardless of the amount. A 'Cash-like gift' includes, but is not limited to gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internal credit, memberships or entitlements to discounts

**3.3.2 You may**

Accept a token (low value) gift or benefit. Token gifts can be viewed as being:

- of no significant monetary value (less than \$25.00)
- presented to a number of persons in a delegation
- inconsequential or trivial and not offered on a regular basis
- not likely to be seen as compromising

Should a low value gift or benefit (such as chocolates) be offered on a regular basis, then consideration should be given as to why the gift is being offered. For example;

- is it for the purposes of placing the recipient in a position of having a sense of obligation to the gift giver
- as an inducement to continue to place orders or work with the gift giver
- for future favourable treatment for the gift giver

Council advises a cautionary approach when it comes to gifts and benefits and advises staff and Councillors to declare all offers (whether accepted or declined) for entering into the gift and benefits register.

Examples of what may be regarded as a token gift or benefit includes but is not limited to:

- Gifts of single bottles of alcohol to individual council members
- Official functions, public occasions or in recognition of work done (such as providing a lecture/training, session/address)
- Lucky door/ticket prizes won at conferences
- Food stuffs – cake, biscuits, lollies

Gifts and benefits that have more than a token value includes but is not limited to:



- Tickets to major sporting events – such as state, or international cricket matches or matches in other national sporting codes including NRL, AFL, FFA,NBL
- Corporate hospitality at a corporate facility at major sporting events
- Complimentary tickets to a performance or function relevant to your role in the organisation
- Items left to you in a residents' will in gratitude for service provided in your role as an employee of council

Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, this must be disclosed promptly by staff to your Manager and the General Manager and by Councillors to the Mayor. The gift or benefit must be surrendered.

The recipient, General Manager or Mayor must ensure that any gifts or benefits of more than token value that are received are recorded in the Gifts and Benefits register. The gift or benefit must be surrendered to Council via the Public Officer, unless the nature of the gift or benefit makes this impractical.

### 3.3.3 Exemptions

The following are exempt under this policy.

- Corporate discounts extended to all staff, having been negotiated through Council, for products or services
- Free or subsidised meals, beverages or refreshments provided in conjunction with Council work related events such as training, education sessions, workshops, conferences
- Council functions or events or social functions organised by groups, such as council committees and community organisations

### 3.4 Gifts and Benefits Register

An Electronic Gifts and Benefits Register has been established to enable Councillors and staff to record, where appropriate, gifts and benefits which have been received by them and/or to the Council. Registration of gifts or benefits not accepted should also be included into the register.

The register contains the following:

- Name and title of person receiving the gift or benefit, either for personal or Council use
- Name and title of person giving the gift
- Description of gift
- Acceptance or refusal of the gift or benefit
- What was done with the gift or benefit
- Value of gift (if known)
- Reason for presentation of gift

Councillors and members of staff must surrender all gifts and benefits of value over \$25 (non-token–high value) for recording in the Gifts and Benefits Register. The inclusion of an entry in this Register does not relieve Councillors or staff from their obligations to make disclosures in association with annual Disclosure Returns required of Councillors and designated persons under Section 449 (3) of the Local Government Act.



Councillors must declare any gifts they receive to the Mayor or Public Officer who will then enter this into Council's Electronic Gifts Register.

### 3.5 Surrendering of gift or benefit

From time to time, members of staff and Councillors find themselves in a position where they have received a gift or benefit which they consider not to be of a "token" nature and they are unable to return this gift or benefit.

To remove perception of undue influence being exerted, members of staff should make an appropriate entry into the Gifts and Benefits Register and surrender the gift or benefit to the custody of the Public Officer as directed within the Gifts and Benefits Procedures.

Councillors are to surrender the gift or benefit to the Mayor, General Manager or Public Officer.

All gifts and benefits will then be utilised at a staff related council event. For example, the Council Christmas Party.

### 3.6 Gifts Associated with Sister City Activities

Gifts presented to the Mayor/Councillors/staff for the Council in association with Sister City activities must be entered into the Gift Register. The receiver of the gift must lodge the gift with the General Manager as soon as possible after receipt of the gift. The gift will then be recorded and placed in an appropriate location.

Gifts for the Council (normally presented to the Mayor or head of a delegation) are generally non-token gifts, i.e. painting, plaque, work of art or craft, other items of significance to a specific occasion (items relating to the formal signing of a Sister City Relationship) is of a reasonable monetary value or any other item that more than one person in the delegation would not receive.

If there is doubt as to whether a gift is for the Council or is a personal gift, the General Manager must be consulted for a determination.

### 3.7 Performance Indicator

- a) Gifts and benefits offered to Councillors and or members of staff are registered appropriately in the electronic Gifts and Benefits Register.
- b) Internal audit of the Gifts and Benefits register does not find non compliance in relation to this Policy.

## 4 Version History and Authorisation

Date Published	Version	Detail reason for issue or amendments	Author / Document Owner
DRAFT	Draft	Submitted to ET for approval	Governance Group

## 5 Replaces Policy Number

Not applicable



## 6 Department Responsible

Governance

## 7 Review Date

This Policy may be reviewed at any time. However the Policy will be reviewed within 12 months of an Ordinary election of the Council.

### Documentation

250.2016.84.1	Procedures - Gifts and Benefits
250.2016.85.1	SMRC Councillor and Employee Gift and Benefits Form
	Supporting Documentation - Flowchart - Registration of offer gift or benefit
TRIM 16/12093	SMRC Councillor and Employees Electronic Gifts & Benefits Register
Bombala	
	SMRC001 - Code of Conduct adopted 25 May 2016 (Resolution No: 16/16)

### Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.



# Policy



<b>Title of Policy</b>	<b>SMRC Code of Conduct</b>		
<b>Responsible Department</b>	Corporate Governance	<b>Document Register ID</b>	250.2016.1.3
<b>Policy Owner</b>	Governance	<b>Review Date</b>	16 May 2022
<b>Date of Council Meeting</b>	16 May 2019	<b>Resolution Number</b>	196/19
<b>Legislation, Australian Standards, Code of Practice</b>	Local Government Act 1993 Local Government (General) Regulation 2005 Children and Young Persons (Care and Protection) Act 1998 Crimes Act 1900 Election Funding Act 2018 Environmental Planning and Assessment Act 1979 Government Information (Public Access) Act 2009 Health Records and Information Privacy Act 2002 Independent Commission Against Corruption Act 1988 NSW Anti-Discrimination Act 1977 Ombudsman Act 1976 Privacy and Personal Information Protection Act 1998 Public Interest Disclosures Act 1994 The Ombudsman Amendment (Child Protection and Community Services) Act 1998 Work Health and Safety Act 2011 Disability Discrimination Act 1992 Human Rights and Equal Opportunity Commission Act 1986 Racial Discrimination Act 1975 Sex Discrimination Act 1984 State Records Act 1998 Health Privacy Principles Information Protection Principles		
<b>Aim</b>	Snowy Monaro Regional Council endorses the Model Code of Conduct for Local Councils in NSW and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW Issued by Premier & Cabinet, Division of Local Government, December 2018.		



## 1 Policy Details

### 1.1 Introduction

Snowy Monaro Regional Council has a commitment to providing all staff with a common understanding of the professional standards of behaviour required in our work within Council for the Community and as such has also produced guidelines which must be read in conjunction with the Model Code of Conduct.

### 1.2 The Model Code of Conduct

The *Model Code of Conduct* sets the minimum requirements of conduct for council officials in carrying out their functions. The Model Code is prescribed by regulation.

The Model Code of Conduct has been developed to assist council officials to:

- understand the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in the integrity of local government.

### 1.3 SMRC Code of Conduct

The Snowy Monaro Regional Council Code of Conduct includes all clauses from the Model Code of Conduct with the addition of a supplementary clause on Social Media Clause 8.21.

### 1.4 Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW

Sections 440 and 440AA of the Act require every council to adopt a code of conduct and procedures for the administration of the code of conduct that incorporate the provisions of the Model Code and *Model Code Procedures* respectively.

In adopting procedures for the administration of their adopted codes conduct, councils may supplement the Model Code Procedures. However provisions of a council's adopted procedures that are not consistent those prescribed under the Model Code Procedures will have no effect.

### 1.5 Conduct Reviewer and Conduct Review Panel

The New Model Code of Conduct allow councils to centralise the management of code of conduct complaints through a joint organisation, a regional organisation of councils or another shared arrangement should they choose to do so.

SMRC will seek to use the Canberra Region Joint Organisation (CRJO) reviewer panel in the management of Code of Conduct Complaints.



## 1.6 Complaints Coordinator

In accordance with the Model Code of Conduct for Local Councils in NSW and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW, the Complaints Coordinator shall be Council's Public Officer.

### Documentation

#### Model Documents

The Model Code of Conduct for Local Councils in NSW 2018

Procedures for the Administration of The Model Code of Conduct for Local Councils in NSW 2018

#### Supporting Documents

Model Privacy Management Plan for Local Government

#### Policies and Procedures

250.2016.2.1 - Policy - Payment of Expenses and Provision of Facilities for Mayor and Councillors

250.2016.55.2 - Policy - Purchasing and Tendering

250.2016.4.1 - Policy – Communications

250.2016.81.2 - Procedure – Credit/Purchase Card

250.2016.67.1 - Policy – Grievance

250.2017.338.1 - Policy – Public Interest Disclosures (PID) – Internal Reporting

250.2016.174.1 - Policy - Motor Vehicle Leaseback and Private Use

#### Forms

250.2016.85.1 - Form – Councillor and Employees Register of Gifts and Benefits

### Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.



# **Snowy Monaro Regional Council Code of Conduct**

**2019**

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## PART 1 INTRODUCTION

This *Model Code of Conduct for Local Councils in NSW* (“the Model Code of Conduct”) is made under section 440 of the *Local Government Act 1993* (“LGA”) and the *Local Government (General) Regulation 2005* (“the Regulation”).

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council’s or joint organisation’s adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not “council officials” for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council’s or joint organisation’s adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council’s or joint organisation’s adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council’s adopted code of conduct applies to, must comply with the applicable provisions of their council’s code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council’s code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.

Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.



## PART 2 DEFINITIONS

In this code the following terms have the following meanings:

LGA	the <i>Local Government Act 1993</i>
administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
conduct	includes acts and omissions
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>
general manager	includes the executive officer of a joint organisation
joint organisation	a joint organisation established under section 4000 of the LGA
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>



mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed under the Regulation
the Regulation	the Local Government (General) Regulation 2005
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to



## **PART 3 GENERAL CONDUCT OBLIGATIONS**

### **General conduct**

- 3.1 You must not conduct yourself in a manner that:
- a) is likely to bring the council or other council officials into disrepute
  - b) is contrary to statutory requirements or the council's administrative requirements or policies
  - c) is improper or unethical
  - d) is an abuse of power
  - e) causes, comprises or involves intimidation or verbal abuse
  - f) involves the misuse of your position to obtain a private benefit
  - g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.
- 3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (*section 439*).

### **Fairness and equity**

- 3.3 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.4 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

### **Harassment and discrimination**

- 3.6 You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of sex, pregnancy, breastfeeding, race, age, marital or domestic status, homosexuality, disability, transgender status, infectious disease, carer's responsibilities or political, religious or other affiliation.
- 3.7 For the purposes of this code, "harassment" is any form of behaviour towards a person that:
- a) is not wanted by the person
  - b) offends, humiliates or intimidates the person, and
  - c) creates a hostile environment.

### **Bullying**

- 3.8 You must not engage in bullying behaviour towards others.
- 3.9 For the purposes of this code, "bullying behaviour" is any behaviour in which:
- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons and
  - b) the behaviour creates a risk to health and safety.



- 3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
- a) aggressive, threatening or intimidating conduct
  - b) belittling or humiliating comments
  - c) spreading malicious rumours
  - d) teasing, practical jokes or 'initiation ceremonies'
  - e) exclusion from work-related events
  - f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
  - g) displaying offensive material
  - h) pressure to behave in an inappropriate manner.
- 3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:
- a) performance management processes
  - b) disciplinary action for misconduct
  - c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
  - d) directing a worker to perform duties in keeping with their job
  - e) maintaining reasonable workplace goals and standards
  - f) legitimately exercising a regulatory function
  - g) legitimately implementing a council policy or administrative processes.

### **Work health and safety**

- 3.12 All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WH&S Act). You must comply with your duties under the WH&S Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:
- a) take reasonable care for your own health and safety
  - b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
  - c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WH&S Act and any policies or procedures adopted by the council to ensure workplace health and safety
  - d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
  - e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations
  - f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WH&S Act in relation to the same matter.

### **Land use planning, development assessment and other regulatory functions**

- 3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys



any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

### **Binding caucus votes**

- 3.15 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.16 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.17 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.18 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

### **Obligations in relation to meetings**

- 3.19 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.20 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.21 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.
- 3.22 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:
- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
  - b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
  - c) deliberately seek to impede the consideration of business at a meeting.



## PART 4 PECUNIARY INTERESTS

### What is a pecuniary interest?

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
- (a) your interest, or
  - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
  - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
- (a) Your “relative” is any of the following:
    - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
    - ii) your spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
    - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
  - (b) “de facto partner” has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
- (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
  - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
  - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

### What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
- (a) your interest as an elector
  - (b) your interest as a ratepayer or person liable to pay a charge
  - (c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
  - (d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
-



- (e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
- (f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
- (g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
- (h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
- (i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
  - i) the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
  - ii) security for damage to footpaths or roads
  - iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
- (j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
- (k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
- (l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
- (m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- (n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
- (o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

4.7 For the purposes of clause 4.6, “relative” has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

#### **What disclosures must be made by a designated person?**

4.8 Designated persons include:

- (a) the general manager
- (b) other senior staff of the council for the purposes of section 332 of the LGA
- (c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position



identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest

- (d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

4.9 A designated person:

- (a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- (b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.

4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

**What disclosures must be made by council staff other than designated persons?**

4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.

4.15 The staff member's manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

**What disclosures must be made by council advisers?**

4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.

4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.



**What disclosures must be made by a council committee member?**

- 4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.
- 4.19 For the purposes of clause 4.18, a “council committee member” includes a member of staff of council who is a member of the committee.

**What disclosures must be made by a councillor?**

- 4.20 A councillor:
- (a) must prepare and submit written returns of interests in accordance with clause 4.21, and
  - (b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

**Disclosure of interests in written returns**

- 4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor’s or designated person’s interests as specified in schedule 1 to this code within 3 months after:
- (a) becoming a councillor or designated person, and
  - (b) 30 June of each year, and
  - (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).
- 4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:
- (a) they made and lodged a return under that clause in the preceding 3 months, or
  - (b) they have ceased to be a councillor or designated person in the preceding 3 months.
- 4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- 4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.
- 4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.
- 4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.
- 4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.



**Disclosure of pecuniary interests at meetings**

- 4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- (a) at any time during which the matter is being considered or discussed by the council or committee, or
  - (b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:
- (a) a member of, or in the employment of, a specified company or other body, or
  - (b) a partner of, or in the employment of, a specified person.
- Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.
- 4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.
- 4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.
- 4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
- (a) the matter is a proposal relating to:
    - (i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
    - (ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and



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- (b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
- (c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.

4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

- (a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
- (b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- (a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- (b) that it is in the interests of the electors for the area to do so.

4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.



## **PART 5 NON-PECUNIARY CONFLICTS OF INTEREST**

### **What is a non-pecuniary conflict of interest?**

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

### **Managing non-pecuniary conflicts of interest**

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.
  - 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
  - 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
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- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
- a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
  - b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
  - c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
  - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
  - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
  - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
  - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.
- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they
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have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

### **Political donations**

5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.

5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:

- a) made by a major political donor in the previous four years, and
- b) the major political donor has a matter before council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.

5.17 For the purposes of this Part:

- a) a “reportable political donation” has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
- b) “major political donor” has the same meaning as it has in the *Electoral Funding Act 2018*.

5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.

5.19 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

### **Loss of quorum as a result of compliance with this Part**

5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
  - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council’s area, or
  - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council’s area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person’s principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.



- 5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
  - b) that it is in the interests of the electors for the area to do so.
- 5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

### **Other business or employment**

- 5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.
- 5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.
- 5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.
- 5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.
- 5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:
- a) conflict with their official duties
  - b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
  - c) require them to work while on council duty
  - d) discredit or disadvantage the council
  - e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

### **Personal dealings with council**

- 5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.



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- 5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.



## **PART 6 PERSONAL BENEFIT**

- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
- a) a political donation for the purposes of the *Electoral Funding Act 2018*
  - b) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
  - c) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
  - d) free or subsidised meals, beverages or refreshments of token value provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
    - i) the discussion of official business
    - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
    - iii) conferences
    - iv) council functions or events
    - v) social functions organised by groups, such as council committees and community organisations.

### **Gifts and benefits**

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

### **How are offers of gifts and benefits to be dealt with?**

- 6.5 You must not:
- a) seek or accept a bribe or other improper inducement
  - b) seek gifts or benefits of any kind
  - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
  - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9
  - e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
  - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
  - g) personally benefit from reward points programs when purchasing on behalf of the council.
- 6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient,



manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:

- a) the nature of the gift or benefit
- b) the estimated monetary value of the gift or benefit
- c) the name of the person who provided the gift or benefit, and
- d) the date on which the gift or benefit was received.

- 6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

#### **Gifts and benefits of token value**

- 6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:
- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
  - b) gifts of alcohol that do not exceed a value of \$50
  - c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
  - d) prizes or awards that do not exceed \$50 in value.

#### **Gifts and benefits of more than token value**

- 6.9 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.
- 6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.
- 6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

#### **"Cash-like gifts"**

- 6.13 For the purposes of clause 6.5(e), "cash-like gifts" include but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.



**Improper and undue influence**

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.



## **PART 7 RELATIONSHIPS BETWEEN COUNCIL OFFICIALS**

### **Obligations of councillors and administrators**

- 7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.
- 7.2 Councillors or administrators must not:
- a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
  - b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
  - c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
  - d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.
- 7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

### **Obligations of staff**

- 7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.5 Members of staff of council must:
- a) give their attention to the business of the council while on duty
  - b) ensure that their work is carried out ethically, efficiently, economically and effectively
  - c) carry out reasonable and lawful directions given by any person having authority to give such directions
  - d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
  - e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.
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### Inappropriate interactions

- 7.6 You must not engage in any of the following inappropriate interactions:
- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
  - b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
  - c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
  - d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
  - e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor has a right to be heard by the panel at the meeting
  - f) councillors and administrators being overbearing or threatening to council staff
  - g) council staff being overbearing or threatening to councillors or administrators
  - h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
  - i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
  - j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
  - k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
  - l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.
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## **PART 8 ACCESS TO INFORMATION AND COUNCIL RESOURCES**

### **Councillor and administrator access to information**

- 8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).
- 8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.
- 8.4 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.
- 8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.
- 8.6 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

### **Councillors and administrators to properly examine and consider information**

- 8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

### **Refusal of access to information**

- 8.8 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

### **Use of certain council information**

- 8.9 In regard to information obtained in your capacity as a council official, you must:
  - a) subject to clause 8.14, only access council information needed for council business



- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

### Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used
- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

### Personal information

8.12 When dealing with personal information you must comply with:

- a) the *Privacy and Personal Information Protection Act 1998*
- b) the *Health Records and Information Privacy Act 2002*
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government

### Use of council resources

8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:

- a) the representation of members with respect to disciplinary matters
  - b) the representation of employees with respect to grievances and disputes
  - c) functions associated with the role of the local consultative committee.
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- 8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:
- a) for the purpose of assisting your election campaign or the election campaign of others, or
  - b) for other non-official purposes.
- 8.19 You must not convert any property of the council to your own use unless properly authorised.

#### Internet access

- 8.20 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.
- 8.21 You must not use social media to post comments, photos, sound recordings or other information that:
- a) compromises your capacity to perform your official duties in an unbiased manner
  - b) has the potential to have a negative impact on your working relationships within the council or with external parties
  - c) is offensive, humiliating, threatening or intimidating to other council officials or those that deal with the council
  - d) has the capacity to damage the council's reputation or contains content about the council that may be misleading or deceptive
  - e) divulges confidential council information
  - f) breaches the privacy of other council officials or those that deal with council
  - g) contains allegations of suspected breaches of this code or information about the consideration of a matter under this code, or
  - h) could be perceived to be an official comment on behalf of the council where you have not been authorised to make such comment.

#### Council record keeping

- 8.22 You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.
-



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- 8.23 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.
- 8.24 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.
- 8.25 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

#### **Councillor access to council buildings**

- 8.26 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.
- 8.27 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.
- 8.28 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.



## **PART 9 MAINTAINING THE INTEGRITY OF THIS CODE**

### **Complaints made for an improper purpose**

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
  - b) to damage another council official's reputation
  - c) to obtain a political advantage
  - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
  - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
  - f) to avoid disciplinary action under the Procedures
  - g) to take reprisal action against a person for making a complaint alleging a breach of this code
  - h) to take reprisal action against a person for exercising a function prescribed under the Procedures
  - i) to prevent or disrupt the effective administration of this code under the Procedures.

### **Detrimental action**

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
  - b) intimidation or harassment
  - c) discrimination, disadvantage or adverse treatment in relation to employment
  - d) dismissal from, or prejudice in, employment
  - e) disciplinary proceedings.

### **Compliance with requirements under the Procedures**

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8 You must comply with a practice ruling made by the Office under the Procedures.
-



- 9.9 Where you are a councillor or the general manager, you must comply with any council resolution requiring you to take action as a result of a breach of this code.

**Disclosure of information about the consideration of a matter under the Procedures**

- 9.10 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.
- 9.11 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.
- 9.12 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.13 You must not disclose information about a complaint you have made alleging a breach of this code or a matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.
- 9.14 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

**Complaints alleging a breach of this Part**

- 9.15 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.
- 9.16 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.
-



## **SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21**

### Part 1: Preliminary

#### Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

*address* means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

*de facto partner* has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

*disposition of property* means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

*gift* means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.



*interest* means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

*listed company* means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

*occupation* includes trade, profession and vocation.

*professional or business association* means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

*property* includes money.

*return date* means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

*relative* includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

*travel* includes accommodation incidental to a journey.

### **Matters relating to the interests that must be included in returns**

2. *Interests etc. outside New South Wales:* A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.



3. *References to interests in real property:* A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.
4. *Gifts, loans etc. from related corporations:* For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.



## **Part 2: Pecuniary interests to be disclosed in returns**

### **Real property**

5. A person making a return under clause 4.21 of this code must disclose:
  - a) the street address of each parcel of real property in which they had an interest on the return date, and
  - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
  - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
8. For the purposes of clause 5 of this schedule, “interest” includes an option to purchase.

### **Gifts**

9. A person making a return under clause 4.21 of this code must disclose:
  - a) a description of each gift received in the period since 30 June of the previous financial year, and
  - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
  - c) the donor was a relative of the donee, or
  - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.



### **Contributions to travel**

12. A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
13. A financial or other contribution to any travel need not be disclosed under this clause if it:
- a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
  - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

### **Interests and positions in corporations**

15. A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
-



16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

#### **Interests as a property developer or a close associate of a property developer**

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
20. For the purposes of clause 19 of this schedule:

*close associate*, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

*property developer* has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

#### **Positions in trade unions and professional or business associations**

21. A person making a return under clause 4.21 of the code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.



### **Dispositions of real property**

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

### **Sources of income**

26. A person making a return under clause 4.21 of this code must disclose:
- a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
- a) in relation to income from an occupation of the person:
    - (i) a description of the occupation, and
    - (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
    - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
-



29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

### Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
- a) on the return date, and
  - b) at any time in the period since 30 June of the previous financial year.
32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
33. A liability to pay a debt need not be disclosed by a person in a return if:
- a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
    - (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
    - (ii) the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of a debt arising from the supply of goods or services:
    - (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
    - (ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
  - e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

### Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.



## **SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21**

### **'Disclosures by councillors and designated persons' return**

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.
3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

### **Important information**

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct).



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Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

**Disclosure of pecuniary interests and other matters** by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[councillor's or designated person's signature]

[date]

#### A. Real Property

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
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#### B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
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2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
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3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

#### C. Gifts

Description of each gift I received at any time since 30 June	Name and address of donor
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#### D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
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#### E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
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F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

#### G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
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H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures



### **SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37**

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

#### **Important information**

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.



Special disclosure of pecuniary interests by *[full name of councillor]*

in the matter of *[insert name of environmental planning instrument]*

which is to be considered at a meeting of the *[name of council or council committee (as the case requires)]*

to be held on the      day of      20 .

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest <sup>1</sup>	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) <sup>2</sup> <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	

<sup>1</sup> Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

<sup>2</sup> A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.



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Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</i>	

*[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]*

Councillor's signature

Date

[This form is to be retained by the council's general manager and included in full in the minutes of the meeting]



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#### 9.4.8 GRANT APPLICATIONS - ACTIVITY SYNOPSIS AS AT 31ST JANUARY 2020

Record No:

Responsible Officer:	Acting Director Corporate and Community Services
Author:	Grants Officer
Key Theme:	4. Leadership Outcomes
CSP Community Strategy:	11.2 Council utilises sound fiscal management practices, pursues and attracts other sources of income
Delivery Program Objectives:	11.2.3 Alternative sources of revenue to rating income are identified and maximised
Attachments:	Nil
Cost Centre	4010 – Finance (Grants Management)
Project	
Further Operational Plan Actions:	

#### EXECUTIVE SUMMARY

This report provides an update on Grants activity for the quarter ended 31 December 2019, and the month of January 2020.

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 for the quarter ending 31 December 2019, and the month of January 2020.

#### BACKGROUND

This report provides an update on Grants activity as at 31 January 2020.

#### QUADRUPLE BOTTOM LINE REPORTING

##### 1. Social

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 Biosecurity Management endeavours and Green Team aims have benefited from additional grant funding.

##### 3. Economic

All Community Strategic Plan (CSP) key themes benefit from collaboration, advocacy and the seeking of additional funding streams. A concerted approach to advocating and identifying

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appropriate grant funding opportunities for Council initiatives improves the financial sustainability of Council.

**Grant Applications 2019-20 Financial Year:**

*Please note: For reference ease, key developments are indicated by shading below.*

***Grant Applications – Successful***

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
Transport NSW Financial Arrangements Road Management - STATE	\$20,000,000	Capital - Bobeyassn Road sealing, via four year deliver project schedule.	\$20,000,000
Women's Week 2020 - STATE	\$3,500	Operational - International Women's Day in Delegate. Ref: WWG2020183	\$3,500
Youth Week 2020 - STATE	\$1,887	Operational - Youth Week (1-9 April 2020), funding total includes a transport subsidy element (\$400). YW2020-026	\$1,887
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$194,547	33 x Operational - Vegetation Management projects. Noxious weed control on Crown land.	\$166,315
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$127,595	Capital – Nimmitabel Showground electrical upgrade	\$127,595
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$149,676	Capital - Apex Park (Bombala Caravan Park) electrical and drainage upgrades. *Only electrical element funded.	\$77,831
Regional Communities Development Fund Round 2 - STATE	\$558,525	Capital - Berridale Beautification. Ref: RCDF2-004	\$558,525
South Eastern NSW PHN Community Grants - COMMONWEALTH	\$9,880	Operational – 'Yoga for Seniors' in Cooma & Berridale Aged Care facilities	\$9,880
Safe & Secure Water Program (SSWP) - STATE	\$60,000	Scoping Study - Michelago Water and Sewage Infrastructure; EOI secured an invitation to submit a detailed application – Ref: SSWP147 (RNSW1997)	\$60,000
Safe & Secure Water Program (SSWP) - STATE	3,351,078	Capital - Adaminaby STP Upgrade (50% of TPC; revised April 2019). Ref: RNSW1810	3,351,078
Wage Subsidy – Road Safety Officer (RSO) - STATE	\$64,600 <i>per annum, capped &amp; variable</i>	Performance Funding Agreement with RMS - Expires 30 June 2021	\$64,600 <i>per annum, capped &amp; variable</i>
Local Government Road Safety Program Project - RSO Related - STATE	\$2,500	Operational - Heavy Vehicle Forum	\$2,500
Local Government Road Safety Program Project - RSO Related - STATE	\$150	Operational - Motor Fest 2019	\$150
Vehicle Contribution Subsidy – RSO Related - STATE	\$6,720	Operational - 2019-20 RSO Vehicle Contribution	\$6,720
Art of Ageing 2020-21 - STATE	Priceless - Exhibition	Exhibition at the Cooma Library. Related to the NSW Ageing Strategy. Reference:	Priceless - Exhibition



9.4.8 GRANT APPLICATIONS - ACTIVITY SYNOPSIS AS AT 31ST JANUARY 2020

Funding Program & Origin	Grant Request	Project Details	Grant Awarded
		AOA2020-00025	
2020 NSW Seniors Festival Grants Program (Category 2) - STATE	\$5,100	Operational – “Be My Valentine Seniors Festival & Dinner Dance” project.	\$3,300
2019 National Youth Conference - STATE	\$1,455	Operational – Youth Council related; Youth Conference attendance financial assistance.	\$1,455

**Grant Applications – Unsuccessful**

Funding Program & Origin	Grant Request	Project Details
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$20,000	Operational - Michelago Cemetery. General upgrade works related to treefall risk mitigation.
Crown Reserve Improvement Fund Program (CRIFP) 2019-20 - STATE	\$15,477	Capital - Solar system, inverter & smart metering at Snowy River Holiday Park – Dalgety CP Trust.
My Community Project - STATE	\$19,257	Capital – Solar heating at Adaminaby Pool. Reference: MCP19-01222
My Community Project - STATE	\$155,550	Tree planting - Natural shade provision Snowy Monaro Recreational Facilities (17+ sites). Reference: MCP19-03134
My Community Project - STATE	\$87,974	Capital - Heating & cooling upgrade at Jindabyne Community Memorial Hall. Reference: MCP19-02929
Landfill Consolidation and Environmental Improvements (Stream 1) - STATE	\$200,000	Delegate Landfill – Partial capping and closure. Reference: 2018-LC1-0017
2020 NSW Grandparents Day - STATE	\$3,900	Operational – Community engagement project (multi-generational).

**Grant Applications – Lodgements Pending Outcome**

Funding Program & Origin	Grant Request	Project Details
National Landcare Program - Smart Farms Small Grants Round 3 - COMMONWEALTH	\$50,000	Operational - Sustainable land management education project.
Recreational Fishing Trust - STATE	\$32,480	Operational (includes signage install) - Improved information and access for Snowy Monaro recreational fishing.
National Science Week Grants - COMMONWALTH	\$5,550	Operational - National Science Week (August 2020) activities & exhibition.
Sports Election Commitments Program - STATE	\$15,000,000	Capital - Cooma Sports Hub - Registration C006-04
Safe and Secure Water Program - Stream 2 IWCM Strategy - STATE	\$220,000 <i>Capped and variable co-funding</i>	Operational - IWCM Strategy (capped at 50% of eligible costs). Ref: SSWP245
Regional Growth Fund - Stronger Country Communities Fund Round 3 (SCCF3) -	\$5,135,360	Nine (9) projects to be delivered by Council: SCCF3-0155 HUBGrade (Cooma), Youth; \$168,940



Funding Program & Origin	Grant Request	Project Details
STATE		<p>SCCF3-0300 Jindabyne Skate Park Upgrade, Community; \$950,000</p> <p>SCCF3-0301 Lions Park - Murrumbidgee River Shared Use Path (Cooma) – Stage 1, Community; \$996,000</p> <p>SCCF3-0302 Cooma CBD Streetscape Beautification, Community; \$1,000,000</p> <p>SCCF3- 0303 Bombala Playground and Parking Upgrade, Community; \$838,200</p> <p>SCCF3- 0304 Delegate School of Arts Upgrade, Community; \$435,018</p> <p>SCCF3- 0305 Werri-Nina Centre Kitchen Upgrade, Community; \$352,089</p> <p>SCCF3-0375 RYDER Program - Regional Youth Development Entertainment &amp; Recreation (3 year delivery plan; includes vehicle &amp; trailer purchase), Youth; \$265,000</p> <p>SCCF3-0376 Bringing Jindabyne Community Memorial Hall into 21st Century - Heating &amp; Cooling, Community; \$130,113</p>
Direct Ministerial Request - Select Roads Projects Business Case - STATE	\$17,500,000	<p>Capital – Eight (8) local collector roads. Negotiations active with Transport NSW/RMS as to delivery mechanics.</p> <p><b>As at Jan 2020</b> - Fixing Local Roads applications lodged November 2019 to expedite funding formalisation, upon State advice.</p>
Regional Growth Fund - Growing Local Economies Fund (GLE) - STATE	\$12,939,350	<p>Capital - Lake Jindabyne Shared Trail Project; Project migrated for consideration under GLE with the support of Department of Premier &amp; Cabinet.</p> <p><b>As at Jan 2020</b> - Negotiations continue with the DPC, with capital cost estimates in review, and forward maintenance surety considerations.</p>

### Grant Opportunities – Upcoming

Funding Program & Origin	Fund Basics	Project Considerations	Close Date
Local Sport Defibrillator Grant Program - STATE	The program provides NSW sports clubs and councils the opportunity to acquire an AED package for their club or sports facility at a reduced cost.	SMRC is in Zone 2 - Up to 50 per cent of the AED package with maximum grant of \$1,300. Rolling assessment dates.	24 <sup>th</sup> February 2020 & 8 <sup>th</sup> April 2020
LGA Arts & Cultural Programs Multi-Year - STATE	Local Government Funding will commence from 2020/21 and will support the arts and cultural outcomes of an annual program of activity by a facility or unit of Local Government	Community & Youth Development and Library teams considering suitable project options.	5 <sup>th</sup> March 2020
Clubgrants Category 3 infrastructure - STATE	Funding is for arts and cultural infrastructure, sport and recreation infrastructure and	Applicants only apply once per round. Matched funding required for	6 <sup>th</sup> April 2020



Funding Program & Origin	Fund Basics	Project Considerations	Close Date
	projects that assist communities with essential infrastructure and disaster readiness. Grant request amounts: Arts & Culture: \$50,000 to \$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.	Council applications.  Infrastructure works need to be able to provide DA Certificate, or Compliance Certificate, or Exemption Proof at time of application.	
Saluting Their Service Commemorative Grants - COMMONWEALTH	Designed to provide funding for local community-based commemorative projects and activities that directly commemorate the involvement, service and sacrifice of Australia's service personnel in wars, conflicts and peace operations.	Accepts applications continuously throughout the year, with batched assessment close dates.	Ongoing

#### 4. Civic Leadership

A proactive grant sourcing approach aligns strongly with the role and responsibilities of Council.



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#### **9.4.9 DELIVERY PROGRAM OPERATIONAL REPORT S404 FOR THE PERIOD JULY - DECEMBER 2019**

Record No:

Responsible Officer: Acting Director Corporate and Community Services  
Author: Governance Officer  
Key Theme: 4. Leadership Outcomes  
CSP Community Strategy: 10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects  
Delivery Program Objectives: 10.1.2 Integrated Planning and Reporting guides long term planning and organisational sustainability  
Attachments: 1. Operational Plan Report S404 July to Dec 2019  
Cost Centre  
Project  
Further Operational Plan Actions:

#### **EXECUTIVE SUMMARY**

In accordance with Section 404(5) of the *Local Government Act 1993* (the Act), the General Manager must ensure that regular progress reports are provided to the Council with respect to the principal activities detailed in the Delivery Program. Progress reports must be provided at least every six months.

This report covers the period July 2019 to December 2019. The full report is included in the Annual Report each year.

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

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

That Council receive and note the Progress Report on the Operational Plan for the period July 2019 to December 2019.

#### **BACKGROUND**

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

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

The Delivery Program Progress Report provides information on progress that Council has made towards the stated directions in the Community Strategic Plan (CSP).

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

Nil.

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### **3. Economic**

Nil.

### **4. Civic Leadership**

This report promotes accountability and is a mechanism used to ensure that Council and the community are aware of progress towards achieving outcomes.





## Action and Task Progress Report- Standard

Snowy Monaro Regional Council (SMRC)

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Print Date: 10-Feb-2020



## ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 70% and 90% of action target achieved



RED

Less than 70% of action target achieved



No target set

\* Dates have been revised from the Original dates

## 2020 Operational Plan

## 1 Community: Our health and wellbeing needs are met

## 1.1 Quality health and well-being services that support the changing needs of the community through all stages of the lifecycle are provided through government and non-government organisations

## 1.1.2 Water and Sewer Services meet legislative and quality requirements

Action Title: 1.1.2.1 Undertake councilor, executive and community reference groups to create awareness of councils water quality requirements under legislation

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	31-Dec-2019	25.00%	100.00%	 RED

## Action Progress Comments:

Consultant engaged to provide support to comply with elements 6, 8 and 12 of the DWMS requirements.

Fact sheets developed by consultants being reviewed.

Consultant to conduct workshops and presentation of DWQMS.

Last Updated: 10-Feb-2020

## 1.2 High quality community support and residential aged care services are available and accessible to residents across the region

## 1.2.1 Competitive cost effective aged care and community support services are available within the region

Action Title: 1.2.1.1 Undertake refurbishment at Yallabee Lodge and Snowy River Hostel, subject to adequate funding being sourced

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Bianca Padbury - Group Manager Community Support Services and Aged Care	In Progress	01-Jul-2019	30-Jun-2020	50.00%	50.00%	 GREEN

## Action Progress Comments:

A compliance audit has been ordered that will inform refurbishment opportunities. A new buzzer system is in the process of being implemented at Snowy River Hostel and is being scoped for



Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Yallambee Lodge. 6 new high low beds have been purchased for Yallambee Lodge through a bequest.

Last Updated: 03-Feb-2020

**1.2.2 Council strategies recognise the growing demand of residential aged care services**

Action Title: 1.2.2.1 Implement the recommendations from the Aged Care Review, applicable to the 2020 financial year, subject to funding

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Bianca Padbury - Group Manager Community Support Services and Aged Care	In Progress	01-Jul-2019	30-Jun-2020	50.00%	50.00%	 GREEN

**Action Progress Comments:**

We are progressing in accordance with the recommendations. We have undertaken an ACFI uplift and improved our financial performance in the form of government subsidy.

Last Updated: 03-Feb-2020

Action Title: 1.2.2.2 Jindabyne Aged Care Project Committee to explore options for a residential aged care facility, in Jindabyne

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Bianca Padbury - Group Manager Community Support Services and Aged Care	In Progress	01-Jul-2019	30-Jun-2020	50.00%	50.00%	 GREEN

**Action Progress Comments:**

The Jindabyne Project Committee is meeting frequently under the direction of Clr Castellari. Conversations around land also fundraising are occurring with relevant parties.

Last Updated: 10-Feb-2020

**1.3 Recreation, sporting and leisure facilities encourage all ages to live in an active and healthy lifestyle**

**1.3.1 Regional level recreation facilities that encourage an active lifestyle are planned for and provided in partnership with other government agencies**

Action Title: 1.3.1.1 Complete the high level Facilities Strategy following community survey results

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-Mar-2020	25.00%	10.00%	 GREEN

**Action Progress Comments:**

Survey has closed and information will be utilised in the development of the strategy. The strategy sits with Tourism and Economic Development business though consultation with Facilities.

Last Updated: 06-Feb-2020

**1.3.2 Council has effectively identified community and visitor needs in the development and enhancement of the Region's recreational facilities to ensure sound decision making**

Action Title: 1.3.2.1 Undertake a feasibility study into the Monaro Rail Trail

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-Dec-2019	95.00%	100.00%	 GREEN

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Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

**Action Progress Comments:**

Community consultation held and a draft Feasibility Report has been completed and was reported to the Council meeting in November. The report has been placed on an extended public exhibition period until the end of February. Following exhibition the draft report will be adjusted if required and a final feasibility report and consideration of submissions report provided to Council.

Last Updated: 06-Feb-2020

**1.3.3 Council's recreational facilities, parks and public open spaces are safe, well managed and accessible**

Action Title: 1.3.3.1 Continue development of a region wide inspection schedule of Recreation Facilities

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Glen Hines - Group Manager Facilities Management	In Progress	01-Jul-2019	31-Mar-2020	25.00%	25.00%	 GREEN

**Action Progress Comments:**


Playground, pools, sale yard and caravan park inspections in place.

Last Updated: 10-Feb-2020

**1.4 Youth in the region are supported to reach their maximum potential**

**1.4.2 Activities and recreational infrastructure for children and young people is planned for and promoted to contribute to their active living, health and wellbeing**

Action Title: 1.4.2.1 A Regional Youth Development Strategy is prepared


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	Completed	01-Jul-2019	31-Oct-2019	100.00%	100.00%	 GREEN

**Action Progress Comments:**

The strategy was adopted by council at the September meeting.

Last Updated: 06-Feb-2020

Action Title: 1.4.2.2 Commence preparation of a Recreation Strategy for the region

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	30-Jun-2020	70.00%	50.00%	 GREEN

**Action Progress Comments:**

The Recreation survey has been completed and staff are currently considering the outcomes. Liaison with local sporting and recreation groups has taken place as part of this survey process. The survey and liaison are part of the preliminary consultation for the recreation strategy. Other significant projects such as the Cooma Sports Hub and Lake Jindabyne Shared Trail have been progressing and will also be key parts of the Recreation Strategy. Work will continue for the remainder of the financial year on preparation of a draft Recreation Strategy.

Last Updated: 06-Feb-2020

**10 Leadership: Our Council is strategic in their planning, decision making and resource allocation**

**10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects**

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Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

**10.1.4 Harmonisation of policies, procedures and processes deliver customer focused business practices**

Action Title: 10.1.4.1 Finalise the harmonisation of Council legislative reporting deliverables, Council policies, procedures and forms, including accountable business unit and add to the corporate calendar

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Joyleen Mathias - Manager Corporate Governance (Public Officer)	In Progress	01-Jul-2019	30-Apr-2020	20.00%	50.00%	 RED

**Action Progress Comments:**

Work has commenced on development of a corporate calendar to incorporate the different activities that the Council will be undertaking during the year. The information to inform the corporate calendar will be collated in conjunction with development of the Operational Plan each year.


This project has been delayed while staff focused on the implementation of the new Corporate Information System, which has significant implications if not managed appropriately. Unexpected workload in managing that project has had the flow on effect of delaying this project.

Last Updated: 10-Feb-2020

**10.2 Sound governance practices direct Council business and decision making**

**10.2.1 Independent audit and risk framework drives accountability**

Action Title: 10.2.1.1 Achieve a consistent designed Risk Management Maturity through embedding the Enterprise Risk Management Framework (ERMF)


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Rawlings - Acting Director Corporate and Community Services	Completed	01-Jul-2019	30-Jun-2020	100.00%	50.00%	 GREEN

**Action Progress Comments:**

The enterprise risk toolkit has been developed and is available on the intranet.

Last Updated: 04-Feb-2020

Action Title: 10.2.1.2 Implement and rollout the new Project Management Framework (PMF) including Contract Management Framework

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Linda Nicholson - Group Manager Asset Management & Engineering Services	In Progress	01-Jul-2019	30-Jun-2020	40.00%	50.00%	 AMBER

**Action Progress Comments:**

PMF underway, integration of RMS requirements been added.

Expected to have draft PMF by December 2019 to allow trial use before full rollout across the organisation.

Behind schedule - no resources.

Last Updated: 10-Feb-2020

**10.2.2 Councillors are supported to make informed decisions in the best interest of the community and to advocate on behalf of the community**

Action Title: 10.2.2.1 Facilitate the Council election with NSW Electoral Commission

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
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## Snowy Monaro Regional Council (SMRC)

## Action and Task Progress Report- Standard

Joyleen Mathias - Manager Corporate Governance (Public Officer)	In Progress	01-Jul-2019	30-Jun-2020	75.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> A contract has been entered into for NSW Election Commission to undertake the election. Staff resources have been engaged to focus on the work required to be undertaken by Council outside of the work that is undertaken by NSW Election Commission. Last Updated: 04-Feb-2020						
Action Title: 10.2.2.2 Investigate the options for the composition of the Snowy Monaro Regional Council and provide a report to Council						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Joyleen Mathias - Manager Corporate Governance (Public Officer)	Completed	01-Jul-2019	30-Nov-2019	100.00%	100.00%	 GREEN
<b>Action Progress Comments:</b> Council agreed to maintain the number of Councillors at 11 for the 2024 election. Last Updated: 04-Feb-2020						


**10.2.3 Records management practices are contemporary and compliant to legislation**

Action Title: 10.2.3.1 Determine the scope, cost and resourcing required for the digitisation of all Council records and prepare a report for consideration.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Joyleen Mathias - Manager Corporate Governance (Public Officer)	Not Started	01-Jul-2019	31-Mar-2020	0.00%	66.66%	 RED
<b>Action Progress Comments:</b> Departure of staff led to a reassessment of the project. With the introduction of the new corporate information system, the need to recruit staff under the new organisation and considering the likelihood that funding will be available in the next twelve months to allow the project to proceed it is considered that gaining costing at this time would be a waste of resources that would need to be done again when the Council was in a position to carry out the project. Last Updated: 10-Feb-2020						

**10.4 Council will manage service delivery in an efficient and sustainable way as an employer of choice****10.4.1 Council employs an engaged multi-skilled, workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner**


Action Title: 10.4.1.1 Finalise the Corporate Training Framework

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Luke O'Sullivan - Group Manager People & Culture	Completed	01-Jul-2019	30-Jun-2020	100.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Framework developed and submitted and approved. Last Updated: 10-Feb-2020						
Action Title: 10.4.1.2 Provision of reverse cycle air conditioning units and invertor generators to Council's 6 transfer stations.						




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Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services (Cooma)	In Progress	01-Jul-2019	31-Mar-2020	76.00%	66.66%	 GREEN
<b>Action Progress Comments:</b> The RFQ specification for the supply and instillation of air conditioning and inverter generators is currently being developed. Air-conditioning units and generators will be in place prior to end on June 2020. Last Updated: 10-Feb-2020						

**10.4.2 Council provides a workplace that ensures the health, safety and wellbeing is maintained through the management of potential risk**

Action Title: 10.4.2.1 Finalise the WHS Framework


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Luke O'Sullivan - Group Manager People & Culture	In Progress	01-Jul-2019	30-Jun-2020	75.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> WHS Framework developed - consultation pending. Last Updated: 10-Feb-2020						

Action Title: 10.4.2.2 Develop and implement policies and procedures for body worn cameras for Regulatory staff

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	55.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Background research has been completed and policy is being drafted. Last Updated: 31-Jan-2020						

**11 Leadership: Our Council delivers the best value to the community****11.1 Public services and processes are delivered reliably and efficiently in response to community needs****11.1.1 Information and communication systems support the business to deliver agile and quality service to the community**

Action Title: 11.1.1.1 Continue implementation of consolidated Corporate Information System in line with agreed project plan for 2020 financial year.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Scott Goudie - Manager ICT	In Progress	01-Jul-2019	30-Jun-2020	41.00%	50.00%	 AMBER
<b>Action Progress Comments:</b> Work is continuing on migrating the data from the existing systems and into the new system. At this point the data is being checked to determine if this transfer process is leading to the correct data in the right fields. The design phase is complete with a number of the modules built and ready for testing. The 'Go Live' data has been deferred from March to June to ease the amount of data migration needed within the finance modules. This will reduce the cost and work effort required and was seen as reducing the implementation risk.						




Snowy Monaro Regional Council (SMRC)

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Last Updated: 10-Feb-2020

**11.1.2 Centres of Business/Operational Excellence drive improved organisational efficiency and effectiveness and reduce duplication**

Action Title: 11.1.2.1 Develop a plan to establish future service offerings and service levels and ensure that organisation structures are aligned with service levels and integrated ICT systems.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Rawlings - Acting Director Corporate and Community Services	In Progress	01-Jul-2019	30-Jun-2020	60.00%	50.00%	 GREEN

**Action Progress Comments:**

This projects has been overtaken by the organisational redesign project. The Australian Business Excellence Framework has been selected to guide the development of a service delivery framework focused on achieving results and sustainable performance by focusing on customers and other stakeholders and their desired performance. The senior staff roles and their functions have been determined and the process of recruitment commenced. A management structure has been developed and at 31 December 2019 consultation with staff was being finalised.

Last Updated: 04-Feb-2020

Action Title: 11.1.2.2 Report against target efficiency and savings outcomes associated with workforce reform and actively monitor progress against milestones.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Rawlings - Acting Director Corporate and Community Services	In Progress	01-Jul-2019	30-Jun-2020	50.00%	50.00%	 GREEN


**Action Progress Comments:**

A report was generated outlining the efficiencies and improvements that the Council has made since being formed. This included the development of templates to capture information on improvements and coordination of the various input from staff into the one document.

Last Updated: 04-Feb-2020

**11.1.3 Rates, Fees and Charges are rationalised to support community needs and services**

Action Title: 11.1.3.1 Complete Rates Harmonisation


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Payne - Chief Financial Officer	Deferred	01-Jul-2019	30-Jun-2020	25.00%	50.00%	 RED

**Action Progress Comments:**

Council resolved to delay the rates harmonisation in accordance with the Local Government Amendment Bill 2019 (NSW) section 218CB and implement the new rating structure from 1 July 2021 (Resolution 272/19).

Last Updated: 06-Feb-2020

Action Title: 11.1.3.2 Harmonisation of commercial waste and recycling charges

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services (Cooma)	In Progress	01-Jul-2019	30-Jun-2020	53.00%	50.00%	 GREEN

**Action Progress Comments:**

10-Feb-20

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Work was undertaken to assess alternative commercial charge models with the aim of harmonising commercial charge arrangements across the council region. It is anticipated that a report will be presented to the Waste Committee meeting to seek endorsement of the preferred model.

An assessment has been undertaken into the harmonisation of commercial collection charges across the council region. This proposed method of charging will allow for the alignment of commercial waste/recycling and fogo collection fees and charges, from the current methods of charging currently used across the region. A report has been prepared and will be presented at the January 2020 Waste Management Committee meeting for discussion.

Last Updated: 10-Feb-2020

Action Title: 11.1.3.3 Develop Special Rate Variation Action Plan in preparation for the application in the 2021 Financial Year

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Payne - Chief Financial Officer	Deferred	01-Jul-2019	30-Jun-2020	10.00%	50.00%	 RED

Action Progress Comments:

Council resolved to delay the rates harmonisation in accordance with the Local Government Amendment Bill 2019 (NSW) section 218CB and implement the new rating structure from 1 July 2021 (Resolution 272/19). This also defers the timeline of Council's Special Rate Variation application process.

Last Updated: 06-Feb-2020

## 2 Community: Our regions' diverse cultural identify is preserved, and we foster creative expression and spaces

### 2.1 Our culturally diverse heritage is preserved and celebrated for the richness it brings to our regional identity

#### 2.1.1 Council has built stronger relationships with the region's First Peoples

Action Title: 2.1.1.1 Scope a Reconciliation Action Plan.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	26-Jun-2019	31-Dec-2019	75.00%	100.00%	 AMBER

Action Progress Comments:

The draft scope of the plan was almost completed in December. The next step in the process will be a Reflect reconciliation Action Plan , followed by an Innovate RAP.

Last Updated: 10-Feb-2020

#### 2.1.2 Council celebrates and enriches the heritage fabric throughout the region

Action Title: 2.1.2.1 Finalise a integrated Heritage Strategy

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John Gargett - Group Manager Development & Building Certification	In Progress	01-Jul-2019	30-Apr-2020	65.00%	60.00%	 GREEN

Action Progress Comments:

Strategy draft developed and to be presented to February Council meeting.


Last Updated: 13-Jan-2020

Action Title: 2.1.2.2 Commence preparation of a Community Development Strategy




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Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-Dec-2019	75.00%	100.00%	 AMBER
<b>Action Progress Comments:</b> Draft scope of the Strategy has been prepared. Similar strategies in other council areas have been researched and reviewed. Other existing strategies for incorporation have been identified. Writing the actual draft strategy and major stakeholder preliminary consultation is the next major step. Last Updated: 06-Feb-2020						


**2.2 Support and promote the arts recognising the broad and diverse contribution it makes to community identity and wellbeing****2.2.1 A range of regional level arts and cultural activities are delivered and promoted in partnership with the community**

Action Title: 2.2.1.1 Progress analysis of Cultural and Arts Facilities in the region with the Arts and Cultural Committee

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	30-Jun-2020	70.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> The Arts and Cultural committee have commenced work and prepared a draft discussion paper on Arts and Culture in the region which will be reported to Council in due course. The discussion paper will inform an Arts and Culture Strategy for the region. Last Updated: 06-Feb-2020						

**3 Community: We are a safe and caring community****3.1 Develop, maintain and promote safe spaces and facilities that are enabling, accessible and inclusive for all****3.1.1 Public and community spaces are regulated and managed to be safe and equitable for all abilities**

Action Title: 3.1.1.1 Identify and implement actions from the Disability Inclusion Action Plan that can be completed in the 2020 financial year.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	30-Jun-2020	60.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Report was provided to the September Council meeting. Work continues on achieving the specific actions from the DIAP identified for this year, noting that much of the work to implement the DIAP continues as part of ongoing BAU. Last Updated: 10-Feb-2020						

**3.1.2 Preventative maintenance programs have been established across Council spaces and facilities that are compliant with current standards**


Action Title: 3.1.2.1 Seek funding for upgrading the Bombala truck wash facilities

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
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Glen Hines - Group Manager Facilities Management	In Progress	01-Jul-2019	31-Mar-2020	15.00%	25.00%	 RED
<p><b>Action Progress Comments:</b> Planning underway for temporary process to collect required data for grant application. Application was to be submitted in December 2019. A preliminary concept design has been completed and will be submitted along with the application. Survey questions were developed in order to collect data for the grant application. At the time of survey it was noted that currently there are only four keys issued for the existing truck wash and that with adjacent sale yards no longer utilised in a commercial capacity that the provisos of a new truck wash facility may not be the best solution. Stakeholders will be consulted in early 2020 to discuss the feasibility and way forward for this facility. Last Updated: 10-Feb-2020</p>						


Action Title: 3.1.2.2 Develop a cemetery condition report template for annual maintenance review.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	60.00%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Cemetery staff have developed a cemetery condition report template. This template has been released for internal consultation and will be used to identify maintenance requirements and priorities at each of the region's cemeteries. Last Updated: 10-Feb-2020</p>						

### 3.2 Positive social behaviours (including law and order) are fostered and encouraged to maintain our safe, healthy and connected communities

#### 3.2.1 Council's public health and regulatory responsibilities are planned for and delivered to facilitate a safe community and raise awareness

Action Title: 3.2.1.1 Develop and implement communication/observation boards within each cat and dog impounding facility.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	65.00%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Communication/observation boards installed at Cooma impounding facility. Draft procedure yet to be finalised. Last Updated: 10-Feb-2020</p>						

Action Title: 3.2.1.2 Develop an education package for operators of On-Site Sewage Management Systems to complement the On-Site Sewage Management Inspection Program

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	Completed	01-Jul-2019	30-Sep-2019	100.00%	100.00%	 GREEN
<p><b>Action Progress Comments:</b> Education package completed and rollout commenced with new facebook announcements when Council is moving to each new area for inspections. Last Updated: 15-Oct-2019</p>						

### 4 Economy: Our region is prosperous with diverse industry and opportunities

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**4.1 Attract diverse businesses and industries to the region, supporting their establishment and retention**

**4.1.1 Council's Regional Economic Development Strategy provides a framework that fosters and grows the Region's diverse businesses**

Action Title: 4.1.1.1 Work with small business to take advantage of growing tourism and the opportunities presented by Snowy 2.0 to encourage growth and productivity

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	30-Jun-2020	60.00%	50.00%	 GREEN

**Action Progress Comments:**

A business survey completed in July/August. Report provided to Council in October.

Liaison continues with small business throughout the region directly and via local Chambers of Commerce. TAFE have been incorporated in discussions regarding training needs in the region particularly in response to Snowy 2. Staff also have been working with Future Gen to connect their needs with local business opportunities. It was originally envisaged a business expo in the region may have been the best way to deliver this however this does not now appear to be the case. Other avenues are being explored to increase local business awareness of the opportunities presented by Snowy 2.

Last Updated: 06-Feb-2020

**4.3 Capitalise on the region's proximity to Canberra and bordering NSW and Victorian regions to attract industry and investment**

**4.3.2 Promotion of the Region's commercial facilities through advocacy and discussion with other levels of government and regional local groups has been heightened**

Action Title: 4.3.2.1 Utilise results of the saleyard strategic review to finalise the council saleyard management strategy.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Glen Hines - Group Manager Facilities Management	In Progress	01-Jul-2019	30-Jun-2020	25.00%	25.00%	 GREEN

**Action Progress Comments:**

Draft strategy has yet to be completed. Progress has been limited to reactive and corrective maintenance requirements.

Detailed planning is yet go into some of the issues identified in the strategic review. Key priorities included the removal/replacement of concrete flooring in the cattle yards and provision of roofing.

Last Updated: 10-Feb-2020

**4.3.4 The Region's opportunity for economic growth is enhanced through Council Asset Management Plans and attracting investment**

Action Title: 4.3.4.1 Water and sewer services to be aligned with any strategic study to be undertaken for Michelago in conjunction with the regional IWCM (Integrated Water Cycle Management).

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	30-Jun-2020	15.00%	50.00%	 RED

**Action Progress Comments:**

Funding for IWCM and Michelago water and sewer studies have been received.

Quote received from Public Works for the IWCM and a review of the quote was undertaken by DPIE water (the funding body) and Council.

The acceptance of the quote and award of the contract for the IWCM to PW will go for Council approval.

The feasibility study for water and sewer services for Michelago will be reviewed along with the IWCM.

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Funding deeds have been signed.  
A tender for the feasibility study for the water and sewer services at Michelago is being prepared.  
This will be separate from the IWCM as the funding is separate.  
Last Updated: 10-Feb-2020

## 5 Economy: Our community has access to a range of diverse lifelong learning opportunities

### 5.1 Advocate for and promote education and lifelong learning opportunities

#### 5.1.2 Council works in partnership with the Region's businesses and tertiary education partners to explore the occupation skills and tertiary options needed for the future for the region

Action Title: 5.1.2.1 Working in partnership Department of Premier and Cabinet to develop a workforce strategy with the 2 Snowy Councils in conjunction with Snowy 2.0.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Bascomb - General Manager	Ongoing	01-Jul-2019	30-Jun-2020	-	50.00%	-

#### Action Progress Comments:


The Chief Executive officer is on the State's Regional Coordination Committee, this committee is established to coordinate the activities and develop strategies in response to Snowy 2.0 project. All relevant state agencies are represented along with local government and the federal Prime Minister & Cabinet department.

Last Updated: 10-Feb-2020

### 5.2 Promote and provide access and spaces both physical, digital and mobile where people can learn and connect

#### 5.2.1 Community infrastructure options are explored that facilitate the expansion, improvement and accessibility of life learning spaces across the region

Action Title: 5.2.1.1 Continue to work with Schools Infrastructure NSW to deliver a new community library for Jindabyne in accordance with Council's successful Regional Cultural Fund grant application.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	Deferred	01-Jul-2019	30-Jun-2020	25.00%	50.00%	 RED

#### Action Progress Comments:

Liaison continues with Schools Infrastructure regarding the Jindabyne project. Following meetings with the State Agencies involved in the Special Activation Precinct the Council has been advised to put this project on hold pending the completion of the SAP Masterplan.

Last Updated: 10-Feb-2020

## 6 Economy: Our residents and visitors connect with our regions welcoming and iconic attractions

### 6.1 The Snowy Monaro region is a destination that offers a variety of quintessential year-round experiences, attractions and events


#### 6.1.2 Safe and well maintained facilities i.e. parks and reserves; multi-function buildings and community halls and the showground contribute to the region

Action Title: 6.1.2.1 Undertake a condition assessment of specific Council assets to determine life cycle and ongoing maintenance requirements.




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Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Glen Hines - Group Manager Facilities Management	In Progress	01-Jul-2019	31-Mar-2020	5.00%	25.00%	 RED
<b>Action Progress Comments:</b> Scope of condition assessment project being planned. BCA Audits being undertaken on Cooma Office, MFC, Bombala Arts and Cultural Center, Delegate School of Arts, Delegate Pre-school through PMO. Last Updated: 10-Feb-2020						


**6.1.3 Council facilitates and supports and promotes events to highlight the attributes of our towns and villages**

Action Title: 6.1.3.1 Develop an SMRC events strategy.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	30-Apr-2020	60.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Preliminary work commenced In September. Background research including reviewing events strategies from other Councils and the state government undertaken along with liaison with different sections of Council which have a role in some aspect of local events. Continued liaison and preparation of a draft events strategy for SMRC is occurring. Last Updated: 10-Feb-2020						


**6.2 Encourage and promote vibrant towns and villages, acknowledging and celebrating the unique heritage and character of each town****6.2.3 Council celebrates, supports and promotes the uniqueness and heritage characteristics of each town and village**

Action Title: 6.2.3.1 Complete a tourism audit of the entire SMRC region including infrastructure, product, services, businesses and organisations and facilities

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-May-2020	95.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Council has now received the tourism audit of the entire SMRC region from DSNSW. It needs to be reviewed to ensure it has captured infrastructure but generally is considered a complete tourism audit of the region. Last Updated: 06-Feb-2020						

**6.3 Further promote and develop the regions visitor accommodation, product and recreational infrastructure****6.3.1 Businesses are supported in their promotion to encourage and develop our visitor economy**

Action Title: 6.3.1.1 Commence preparations to host a Local Tourism Forum for Tourism Operators in the region in late 2020

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	Completed	01-Jul-2019	30-Jun-2020	100.00%	50.00%	 GREEN



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**Action Progress Comments:**

The Local Government Tourism Conference is being held in Jindabyne in March and Council is assisting in organisation of the event.

Last Updated: 06-Feb-2020

**6.3.3 The Region is marketed to the broader state and national and international community**

Action Title: 6.3.3.1 Support the L'Etape cycling event and lobby the State government to continue to support the event in the Snowy Mountains beyond 2019

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	Completed	01-Jul-2019	30-Sep-2019	100.00%	100.00%	 GREEN

**Action Progress Comments:**

Regularly liaising with organisers and draft letter to state government has been prepared.

Lateral Events and Letape announced the event is moving to Kiama after four years in the Snowy Monaro. No further lobbying actions are required.

Last Updated: 06-Feb-2020

**7 Environment: Our natural environment is protected and sustainable**

**7.1 Protect, value and enhance the existing natural environment**

**7.1.1 The Region's natural environment remains protected through delivery of a range of Council programs and regulatory compliance**

Action Title: 7.1.1.1 Implement plant hygiene policy.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	55.00%	50.00%	 GREEN

**Action Progress Comments:**

Council has adopted its Plant Hygiene Policy. The development of underlying procedures is continuing to ensure that consistency is achieved in the implementation of the policy. High weed risk areas and wash down sites have been requested and are currently being developed with the assistance of Council's GIS staff. These maps are integral to the successful implementation of the Policy.

Last Updated: 10-Feb-2020

Action Title: 7.1.1.2 Develop data analysis capabilities to maximise drone surveillance opportunities

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	60.00%	50.00%	 GREEN

**Action Progress Comments:**

2pi Software Bega have completed the build of a machine learning apparatus (artificial intelligence program) for Orange Hawkweed surveillance. A hand-over will be scheduled when the fire emergency recedes.

2pi have completed the build of a Cloud Upload facility for handling and storage of the large data files generated by the image capture. 2pi feel that the Cloud Upload facility may be generally usable by other councils and companies, and have approached SMRC & LLS with a proposal that they (2pi) invest in the development of a generic version of the product, using the SMRC source code.



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Last Updated: 10-Feb-2020

**7.1.2 The significance and protection of the region's natural assets along with the efficient and equitable planning of public services, infrastructure and amenities is provided for in Council's LEP's**

Action Title: 7.1.2.1 Develop, adopt, implement and communicate waste management strategy.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services (Cooma)	In Progress	01-Jul-2019	30-Jun-2020	62.00%	50.00%	 GREEN

**Action Progress Comments:**

The RFQ for the development of the of the waste management strategy was finalised on 30 September 2019. The proposed project timelines allow for a final draft waste strategy document to be presented at the June 2020 Council meeting.  
Consultants have been engaged to develop the SMRC waste strategy. Project timelines have been established to ensure this project is delivered by 30 June 2020.

Last Updated: 10-Feb-2020

**7.1.3 Council delivers a range of initiatives to the Snowy Monaro community to enhance their awareness and engagement of sustaining our pristine natural environment**

Action Title: 7.1.3.1 Investigate non-chemical weed management practices

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	55.00%	50.00%	 GREEN

**Action Progress Comments:**

Council has purchased non-chemical products to trial in sensitive areas such as parks and swimming pool grounds. Unlike some commonly used chemical products these alternatives only affect actively growing plants. Prolonged drought conditions have reduced plant growth and limited the use of these products during the current season. A steam weeding company was invited to Cooma to demonstrate its products. A report will be prepared for Council at the completion of the trials to report the efficacy of the products.

Last Updated: 30-Jan-2020

Action Title: 7.1.3.2 Tender and commence construction of Leachate Control Systems for Bombala Landfill

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services (Cooma)	In Progress	01-Jul-2019	30-Jun-2020	53.00%	50.00%	 GREEN

**Action Progress Comments:**

The RFQ to upgrade the leachate control system at the Bombala landfill is currently being developed. It is anticipated that the RFQ will be issued in late 2019 or early 2020. Detailed design and levels are required and Road Department are in the process of constructing design.

Last Updated: 10-Feb-2020

Action Title: 7.1.3.3 Implement the Fire Safety Education Program

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John Gargett - Group Manager Development & Building Certification	In Progress	01-Jul-2019	30-Jun-2020	75.00%	50.00%	 GREEN

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## Snowy Monaro Regional Council (SMRC)


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**Action Progress Comments:**

Education of community on fire safety matters is on-going as part of Development Application and Construction Certificate assessments, complaint investigations, industry trends and industry interactions. Targeted program to be developed as part of Fire Safety Program..

Last Updated: 13-Jan-2020

Action Title: 7.1.3.4 Develop Biosecurity (weeds) Community Engagement Strategy


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	55.00%	50.00%	 GREEN

**Action Progress Comments:**

The framework has been developed. Consultation is continuing with a number of key stakeholders to ensure alignment with regional strategies and community based social marketing principles. The strategy will be completed by the end of March.

Last Updated: 10-Feb-2020

Action Title: 7.1.3.5 Complete a cemetery asset schedule for all of the regions cemeteries


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	65.00%	50.00%	 GREEN

**Action Progress Comments:**

Cemetery staff have undertaken most cemetery asset assessments. The cemetery asset schedule will be finalised by end of March 2020 and incorporated into Council's asset register following completion of the corporate information system project.

Last Updated: 10-Feb-2020

Action Title: 7.1.3.6 Finalise a 10 year Cemetery Management Plan

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	55.00%	50.00%	 GREEN


**Action Progress Comments:**

Draft SMRC Cemetery Strategy has commenced and is aligned to the Cemeteries and Crematoria NSW Strategic Plan 2105-2020. The draft SMRC Cemetery Strategy will be submitted to Council in April for public exhibition.

Last Updated: 30-Jan-2020

**7.2 Water, waste, sewer and stormwater management practices are contemporary and efficient****7.2.1 Water and sewer management services and operations meet legislative and quality requirements**

Action Title: 7.2.1.1 Independent audit by regulatory body and councillor adoption of Water and Sewer Development Services Development Servicing Plan (Section 64 Contributions).

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	31-Dec-2019	30.00%	100.00%	 RED

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**Action Progress Comments:**

Delays in progress due to loss of key staff dealing with this project.

The agglomeration of the DSPs and the cap on the calculated S64 contribution was discussed at the water and sewer committee meeting in October 2019 prior to finalisation of the draft documents.


Consultant workshop held with ELT on 16 January 2020.

Further consultation was undertaken with the consultant and DPIE Water to review the very high charges for the villages.

Awaiting advice from DPIE water after which a Councillor workshop will be undertaken to finalise the subsidised charges.

Last Updated: 10-Feb-2020

Action Title: 7.2.1.2 Undertake an audit of Liquid Trade Waste (LTW) requirements of commercial premises for the Cooma and Bombala areas.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	30-Jun-2020	40.00%	50.00%	 AMBER

**Action Progress Comments:**

Initial Inspections in Bombala (14 premises) and Delegate (7 premises) have been completed.


Inspections in Cooma have commenced and to date 5 inspections have been completed in Cooma.

Work in progress with inspections and outcomes of inspections being actioned.

Letters are being sent to owners of premises to ensure compliance with legislation.

Last Updated: 10-Feb-2020

Action Title: 7.2.1.3 Initiate Integrated Water Cycle Management (IWCN) Plan for Water Supply and Sewerage Services for Snowy Monaro Regional Council.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	30-Jun-2020	12.00%	50.00%	 RED

**Action Progress Comments:**

Funding for IWCN and Michelago water and sewer studies have been received but funding deeds have yet to be signed and finalised.

Quote received from Public Works for the IWCN and a review of the quote was undertaken by DPIE water (the funding body) and Council.

The acceptance of the quote and award of the contract for the IWCN to PW will go for Council approval in November or December.

Quote received from PWA was over 400k. Liaised with DPIE water and agreed to go to Tender for the IWCN.

Last Updated: 10-Feb-2020

**7.2.2 Water and sewer infrastructure is maintained and improved to provide a quality service**




Action Title: 7.2.2.1 Continue the option study and concept design of Bombala and Delegate Water Supply System.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
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Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	30-Jun-2020	25.00%	50.00%	 RED
<b>Action Progress Comments:</b> The consultant has provided a draft report but is lacking sufficient detail due to insufficient raw water quality data. Sampling and testing program has been expanded and approval for the drilling of bores are underway. Advice received from DPIE water to withdraw bore applications and make applications under section 39 of the Water Management General Regulation. Applications submitted to Natural Resources Access Regulator NRARR and awaiting approval. Raw water quality testing from the Coolumbuka weir to be completed. Contract Engineer has been appointed to oversee project progress and report to the funding bodies. Last Updated: 10-Feb-2020						
Action Title: 7.2.2.2 Construction of Bombala Sewage Treatment Plant.						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>Complete %</b>	<b>Target</b>	<b>On Target %</b>
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	30-Jun-2020	15.00%	50.00%	 RED
<b>Action Progress Comments:</b> The tender was undertaken in July with tenders closing on 5 September 2019. The tender evaluation has been completed and was reported to Council for approval of the award of tender. Construction Contract was awarded on 1 November 2019 and construction commenced in December 2019. Construction underway until the project and contract management tender process is completed. Tender for the project and contract management services has been advertised on the Vendor panel with tenders closing on 14 February 2020. As per Council approved water and sewer structure, contract engineer has been appointed to oversee project progress and report to the funding bodies. Last Updated: 10-Feb-2020						
Action Title: 7.2.2.3 Detailed design for Adaminaby Sewage Treatment Plant.						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>Complete %</b>	<b>Target</b>	<b>On Target %</b>
Gnai Ahamat - Group Manager Water & Wastewater Services	In Progress	01-Jul-2019	30-Dec-2019	50.00%	100.00%	 RED
<b>Action Progress Comments:</b> Liaison with the designers, EPA and DPIE water was undertaken to commence on the final design. There were long delays in getting the response from DPIE water. However, this has now been received and final design will commence shortly. Council was successful in the SSW (Safe and Secure Water) grant application and have received \$3.5 million dollars for the construction of the STP. The deed of agreement has been finalised. The draft final design was received in December 2019 and has been reviewed by Council. The reviewed document will be forwarded to DPIE water for their review and comment prior to finalisation of the design. Once the design is finalised, the construction tender process will commence. Contract Engineer has been appointed to oversee project progress and report to the funding bodies. Last Updated: 10-Feb-2020						

8 Environment: Our built infrastructure is attractive and fit for purpose

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**8.1 Plan for rural, urban and industrial development that is sensitive to the region's natural environment and heritage**

**8.1.1 New development and land use is facilitated in appropriate locations with areas of environmental value protected**

Action Title: 8.1.1.1 Finalise a Snowy Monaro Settlements Strategy						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-May-2020	53.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> A draft Employment Lands and Rural Industries Analysis along with a Biodiversity Study of Snowy Monaro have been completed and will form a background evidence base for the Settlements Strategy. A draft Settlements Strategy is currently being written. Last Updated: 06-Feb-2020						

Action Title: 8.1.1.2 Work with NSW Department of Planning and Environment to develop the Jindabyne Master Plan						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-Dec-2019	75.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Regular liaison with Go Jindabyne is occurring. Council staff continue to work with what is now the Snowy Mountains Special Activation Precinct team to develop the SAP master plan. Input was provided to the consultant briefs for the development of the master plan and there will be opportunity to have further input as the master plan develops. Last Updated: 06-Feb-2020						

**8.1.2 Land use is optimised to meet the social, environment and economic needs of the region**

Action Title: 8.1.2.1 Finalise a Rural Land Use Strategy						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mark Adams - Group Manager Economic Development & Tourism	In Progress	01-Jul-2019	31-May-2020	53.00%	50.00%	 GREEN
<b>Action Progress Comments:</b> Work focused on the LSPS with the Land Use Strategies to follow. A draft Employment Lands and Rural Industries Analysis along with a Biodiversity Study of Snowy Monaro have been completed and will form a background evidence base for the Rural Land Use Strategy. A draft Rural Land Use Strategy is currently being written. Last Updated: 06-Feb-2020						


**8.1.3 Development assessment processes are streamlined to support regional development and growth**

Action Title: 8.1.3.1 Implement Department of Planning and Environment's online Concurrences and Referrals Service						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %



## Snowy Monaro Regional Council (SMRC)

## Action and Task Progress Report- Standard


John Gargett - Group Manager Development & Building Certification	Completed	01-Jul-2019	31-Dec-2019	100.00%	100.00%	 GREEN
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**Action Progress Comments:**

Completed and being implemented in line with legislated requirements.

Last Updated: 24-Oct-2019

Action Title: 8.1.3.2 Implement Council specific Development Assessment Best Practice Guideline

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John Gargett - Group Manager Development & Building Certification	In Progress	01-Jul-2019	31-Mar-2020	75.00%	66.66%	 GREEN


**Action Progress Comments:**

Guideline developed and to be presented to Council for review and adoption in March 2020.

Last Updated: 13-Jan-2020

**8.2 Improve and maintain our public owned infrastructure and assets and facilities to a high standard****8.2.1 Council maximises its Asset utilisation to deliver services today and into the future**

Action Title: 8.2.1.1 Condition assessments of roads and buildings completed and consolidated in terms of a single Council view and integration where possible into the new Corporate Information System.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Linda Nicholson - Group Manager Asset Management & Engineering Services	In Progress	01-Jul-2019	30-Jun-2020	50.00%	50.00%	 GREEN

**Action Progress Comments:**

Complying of asset data into the civic system is underway at the moment.

Assets team working with CIS team to ensure data is collated to allow data transfer to be completed.

Stage 1 of works completed by facilities team.

Last Updated: 10-Feb-2020

Action Title: 8.2.1.2 Progress with the delivery of a new Snowy Monaro Regional Council Civic Centre.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Linda Nicholson - Group Manager Asset Management & Engineering Services	In Progress	01-Jul-2019	31-Mar-2020	50.00%	66.66%	 AMBER

**Action Progress Comments:**

Options analysis and development underway.

Condition assessment report on 81 Commissioner St underway.

Last Updated: 10-Feb-2020




Snowy Monaro Regional Council (SMRC)

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**8.2.2 Public Infrastructure and Assets are maintained and replaced according to Council's Asset Management Strategy**

Action Title: 8.2.2.1 Review and update the Asset Management Strategy (AMS)

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Linda Nicholson - Group Manager Asset Management & Engineering Services	Not Started	01-Jul-2019	30-Jun-2020	0.00%	50.00%	 RED

**Action Progress Comments:**

Works cannot begin until Assets are in the new CIS system.

Last Updated: 06-Feb-2020

**8.2.3 Major capital projects deliver improved community infrastructure and assets**

Action Title: 8.2.3.1 Completion of the Stronger Communities Fund Major Projects Program (SCFMPP).

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Linda Nicholson - Group Manager Asset Management & Engineering Services	In Progress	01-Jul-2019	30-Jun-2020	40.00%	50.00%	 AMBER

**Action Progress Comments:**

75% of projects completed.  
Preparation of variation for OLG approval for expenditure after December 2019.  
Projects behind scheduled - no resources.

Last Updated: 10-Feb-2020

Action Title: 8.2.3.2 Plan, deliver and evaluate Major Capital Works Program (MCWP).

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Linda Nicholson - Group Manager Asset Management & Engineering Services	In Progress	01-Jul-2019	30-Jun-2020	40.00%	50.00%	 AMBER

**Action Progress Comments:**

MCWP underway.  
Projects behind schedule - no resources available.

Last Updated: 10-Feb-2020

**8.2.4 Provide quality community and aged care services through assets we deliver**

Action Title: 8.2.4.1 Investigate alternate funding for refurbishment of aged care facilities.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Bianca Padbury - Group Manager Community Support Services and Aged Care	In Progress	01-Jul-2019	30-Jun-2020	50.00%	50.00%	 GREEN

**Action Progress Comments:**

A building and compliance audit scope of works is being developed that will go out to tender in February 2020. This will inform the extent of upgrades required and underlying issues at both




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facilities. The compliance audit will also be used as support for the upcoming grant applications.  
Completed a Department of Health ACAR survey where the need for funding was expressed.  
Last Updated: 10-Feb-2020

**8.2.6 Council's infrastructure is maintained to meet compliance standards and to deliver high level services**

Action Title: 8.2.6.1 Construct second lift at the Jindabyne Landfill to extend the life at the current Landfill cell by approximately 6 years.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services (Cooma)	Completed	01-Jul-2019	30-Jun-2020	100.00%	50.00%	 GREEN

**Action Progress Comments:**

Council resolved, under resolution 225/19 (Adoption of Waste Committee Minutes), at the 20 June 2019 Ordinary Council meeting not to continue with the construction of the second lift at the Jindabyne Landfill.

Under the same resolution the funds allocated to the Jindabyne Second Lift are to be reallocated to undertake work on expanded the Jindabyne Landfill into the old Quarry site. An RFQ is currently being developed to engage consultants to commence the necessary planning, design and construction approval processes to expand the landfill into the quarry.


Last Updated: 10-Feb-2020

**9 Environment: Our community is connected through efficient transportation networks, technology and telecommunications**

**9.1 Transportation corridors throughout the region are improved and maintained**

**9.1.1 Management of road corridors is effective and efficient**

Action Title: 9.1.1.1 Review current weed control contract arrangements.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	Completed	01-Jul-2019	30-Sep-2021	100.00%	50.00%	 GREEN

**Action Progress Comments:**

Tenders have been prepared, advertised and closed for the roadside weed contractors. A report was prepared for Council meeting dated 17 October with recommendations as to the preferred tenderer.

Last Updated: 10-Feb-2020

Action Title: 9.1.1.2 Following Council workshop and approval of the Strategic Network Analysis Report findings, undertake community consultation to determine the frequency of road maintenance.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gary Shakespeare - Group Manager Transport Infrastructure (Operations)	In Progress	01-Jul-2019	28-Feb-2020	54.00%	66.66%	 AMBER

**Action Progress Comments:**

The Transportation Strategic Network Review undertaken by ARRB was delayed pre-winter due to equipment failure and only 50% of the unsealed road network was inspected. An undertaking was provided by ARRB to return post-winter and inspections recommenced during the week 14 October 2019.


Last Updated: 10-Feb-2020



Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Action Title: 9.1.1.3 Investigate opportunities to undertake construction works projects for roads and bridges for Roads and Maritime Service (RMS)

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gary Shakespeare - Group Manager Transport Infrastructure (Operations)	In Progress	01-Jul-2019	28-Feb-2020	61.00%	66.66%	 GREEN

**Action Progress Comments:**

RMS are currently proposing a new RMCC with a DRAFT agreement provided to Council's in September 2019. The proposal gave notice that the current RMCC will be terminated with effect from 29 February 2020 with the new RMCC effective from 1 March 2020. Within the new RMCC Council have to decide whether to apply for Conditional Pre-Qualification at R2 level or full Pre-Qualification at R2. The difference is Council's ability to apply for RMS construction contracts (or Ordered Works) across the Monaro Region (Conditional Pre-Qualification) or across the State (Full Pre-Qualification).

Council have been requested to respond to the proposed engagement by 8 November 2019 and a meeting with RMS to discuss the new RMCC took place in Goulburn on 17 October 2019.

Council provided a response to RMS on the DRAFT RMCC proposal in November 2019 with recommendations to amend the agreement and delay implementation until 1 July 2020. RMS have agreed to the delay and an amended DRAFT RMCC is expected for comment in March 2020.

Last Updated: 06-Feb-2020

Action Title: 9.1.1.4 Develop and implement effective processes for managing abandoned vehicles left on public roads and other public spaces.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Gary Shakespeare - Group Manager Transport Infrastructure (Operations)	In Progress	01-Jul-2019	30-Jun-2020	54.00%	50.00%	 GREEN

**Action Progress Comments:**

Effective processes are still in development.

Abandoned vehicles on public roads are an issue for the police and this process is used during events such as L'Etape to ensure the route and rider safety isn't compromised. However, Council has a duty of care as the Roads Authority to ensure abandoned vehicles do not present a hazard to other motorists or pedestrians and the Transport Infrastructure Group work closely with Council's Rangers to ensure all abandoned vehicles are recorded and forwarded to the Police for removal.

This action will be passed to the Local Traffic Committee for Comment.

Last Updated: 10-Feb-2020

Action Title: 9.1.1.5 Establish a Roadside Vegetation Management Taskforce

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Brett Jones - Acting Group Manager of Environmental Management	In Progress	01-Jul-2019	30-Jun-2020	90.00%	50.00%	 GREEN

**Action Progress Comments:**

Staff have attended the NSW Linear Reserve Forum held in Sydney in August. A local roadside vegetation management taskforce was established and met on 18 November 2019 to coordinate activities including road maintenance, grazing, weed control, increased traffic resulting from Snowy 2.0 and other relevant activities. A follow-up meeting is yet to be organised.

Last Updated: 30-Jan-2020

**9.1.2 Our local road network is planned, built and repaired to improve movement across the region**

Action Title: 9.1.2.1 As a result of the strategic network analysis findings conduct a full review of maintenance practices to determine whether sufficient plant, staff and resources exist to deliver Council's Maintenance Strategy

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
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10-Feb-20


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## Snowy Monaro Regional Council (SMRC)

## Action and Task Progress Report- Standard

Gary Shakespeare - Group Manager Transport Infrastructure (Operations)	Completed	01-Jul-2019	30-Jun-2020	100.00%	50.00%	 GREEN
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**Action Progress Comments:**

Focus on supporting Bushfire Operations, staff response to failed Water Infrastructure in Cooma North combined with the effects of drought on Road Maintenance activities and the unexpected leave of the Group Manager to the UK has further delayed the availability of the Strategic Network Review. However staff have now reconnected with ARRB and final reports are scheduled for February 2020. Until such time results from the Strategic Network Analysis are known and presented to Council the Levels of Service agreed with the community through the Deep Dive Review remain extant.

Implementation of the organisational structure, as considered by Council in November 2019, will ensure sufficient staff and resources are available to delivery Council's maintenance strategy.

Last Updated: 10-Feb-2020





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## 10.1 BOMBALA WATER SECURITY

Record No:

Responsible Officer: Chief Executive Officer  
Author: Councillor Sue Haslingden  
Attachments: 1. Bombala Water Security Proposal

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Councillor Suzanne Haslingden has given notice that at the Ordinary Meeting of Council on 20 February 2020, she will move the following motion.

### MOTION

The Council initiates plans to secure water for Bombala.

### BACKGROUND

Information on Bombala Water Security Proposal attached to this report.

### GENERAL MANAGER'S RESPONSE

Item 7.2.2 in the Delivery Program Action report identifies the progress in the Bombala Water supply project.

As Councillors are aware, an options study was commissioned which required more extensive sampling and testing of raw water in the supply catchment area, and particularly in differing seasonal conditions. This process is nearing completion. Applications have been submitted for approval to drill test bores in the river corridor. Drilling will commence once approvals have been obtained. Results of the test bores will be critical in determining the best long-term option. Test results will provide indications of both raw water quality and how sustainable the bore yield and recharge rates will be.

Bores, as shown by other sites within the region, can mitigate the risk of variation in the quantity and quality of surface water, but whether this is applicable for Bombala will not be known until the bore tests are completed.

It is noted that this project is for both the Bombala and Delegate water supplies.

Clause 9. 1 of Council's Code of Meeting Practice provides as follows:

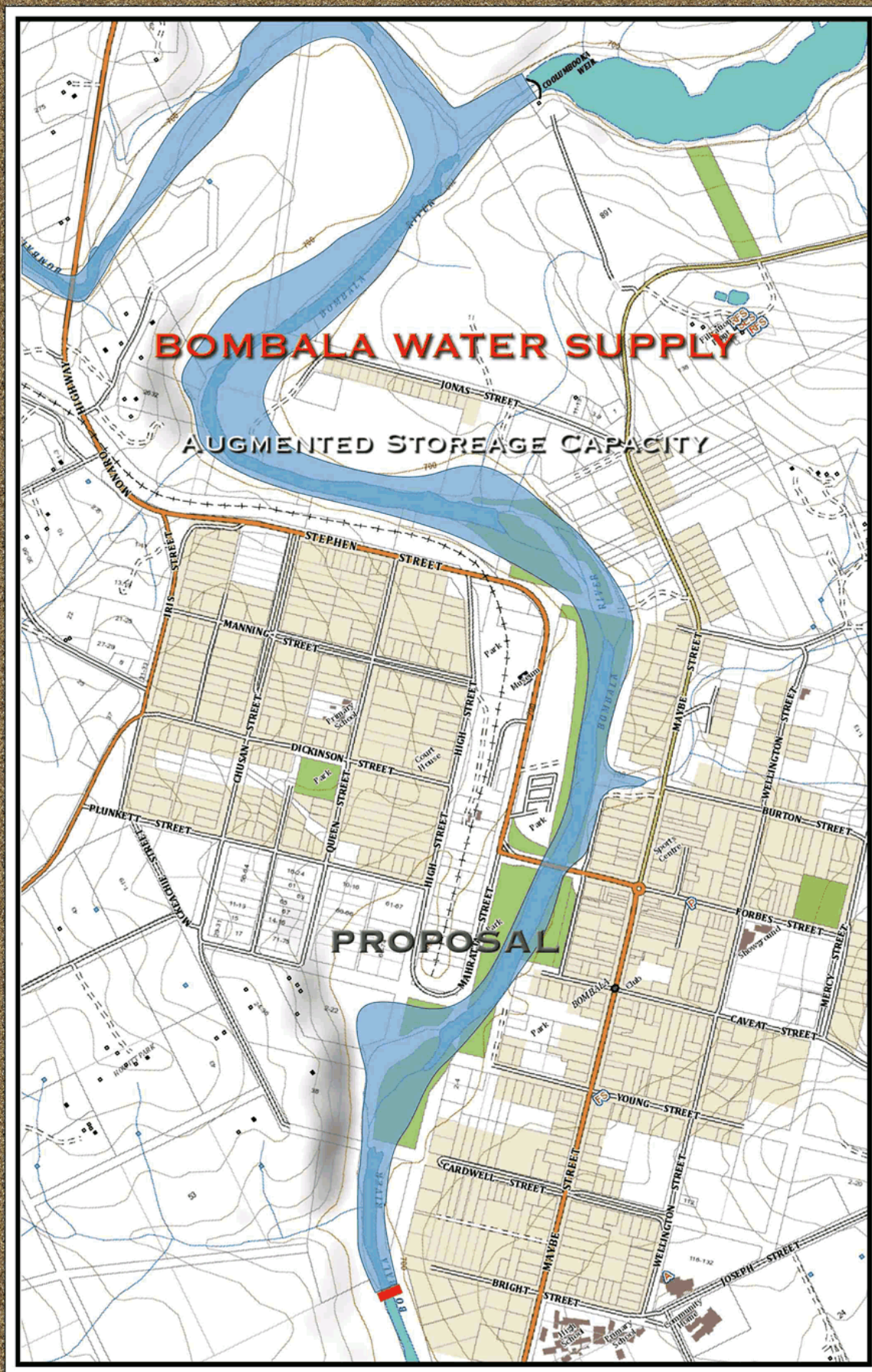
#### 9.1 Notices of Motion

- (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.*
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## PROPOSAL

### To Augment Bombala Water Storage

Bombala has almost run out of Town water and the Coolumbooka River supplying the water has ceased flowing. Bombala has no alternate sources of supply, and if no rainfall runoff occurs shortly, water carting from distant sources will be the only option.

This proposal is to boost our catchment and holding supply by construction of a second weir below the present one, on the Bombala River. The purpose is to collect water from the Bombala river, overflow from the present dam, and more importantly, runoff from the town itself, which is independent to the river flows.

This is of the utmost priority considering the declining rainfall in our district.





### URGENCY

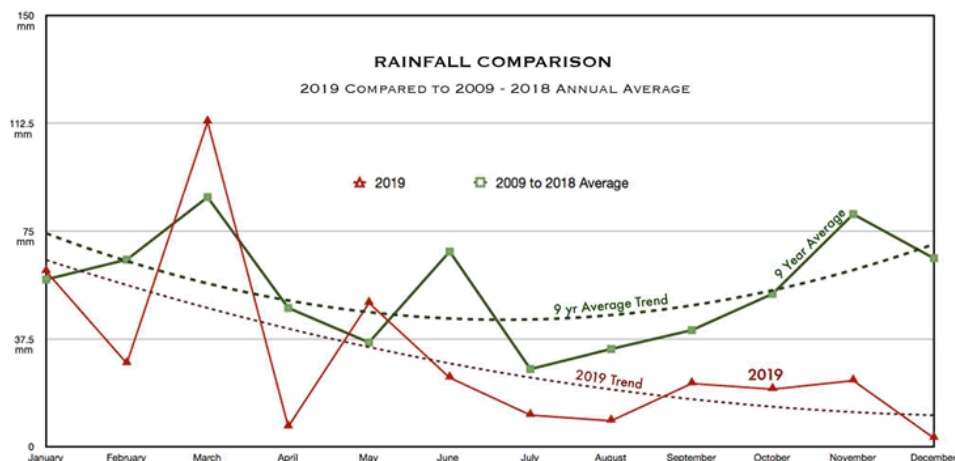
Bombala is a special case, the town and locality will collapse without adequate water!

The loss of our water supply affects residents, tourist visitation, and our sewerage plant. Most vital is the Dongwah Timber Mill, which is the major employment source for the whole locality, and which needs water to operate.

### CURRENT WATER SUPPLY

The current Coolumbooka Reservoir was constructed long ago for a town with a smaller population, and in times when regular rainfall was able to replenish the supply as needed. In the past it had silted up, requiring the wall to be raised, and further silting has reduced the capacity of the reservoir again, and it is now very shallow with evaporation becoming a concern.

Rainfall long term has been declining, but over the last three years has shown a rapid fall off. See graph, 2019 rainfall compared to the 9 year annual mean for the years 2009 to 2018



Long periods with reduced rainfall appear to be the future & higher temperatures are drying the soil out faster. Rainfall patterns are changing from winter rains to summer storms and storm water is now an important supply.

To allow for this, a greatly increased holding capacity for our water supply must be put into place. The aim is to collect and hold the water in times of plenty, for use when the river inputs dry up again. We need to cater for the next 20 years, and the urgency is right now.

### THE PROPOSAL CONCEPT

Is to install a substantial dam wall below the Bombala River Park to raise the river level by 3 - 4 metres above the river bed at the town road bridge. Two sites are marked on the included satmap which shows the approximate resultant water levels.

GPS readings from the currently exposed river bed, taken from the lower footbridge to the present dam wall shows no measureable variation in its 698 metre altitude. (Note. Contour lines on 1:25,000 maps are several metres higher than GPS measurements)

The water levels should extend up to the foot of the Coolumbooka Dam wall, and up the Bombala River beyond the highway bridge. Four metres is the maximum suggested water level without risking flooding of used low lying areas.

### THE RESULT OF THE PROPOSAL

In times of river flows, the dual supply from the Bombala and Coolumbooka rivers, should more than double the water inputs, as the Bombala River has the larger catchment area, with probably better water quality.

Water from the proposed dam can be pumped back up to the Coolumbooka supply through piping already in place to maintain the towns needs.

More importantly, with lower rainfalls, the runoff from the town streets will be added to the holding, when the countryside is dry and the rain is not allowing runoff. Temora runs a large aquatic centre, that includes sailing and waterskiing, all supplied from runoff from the town streets.

The road bridge supports were reported as being not suitable for immersion, in spite of withstanding the fast floods to almost seven metre water levels without problems. This probably applies to the bank pier footings being undermined, and may need addressing.



#### TOURISM AND OUR PLATYPUS

The waterfront aspect of the town park would be an important tourist attraction, providing a small aquatic centre, which could be used for canoeing or small boats. Town water supplies elsewhere allow this, but prohibit polluting power boats. Downstream, platypus already surface beside canoes without fear, so it will not endanger them.

The permanent pondage will help to preserve our platypus population, which is the towns logo and the basis of attracting tourists. Currently, with the river becoming stagnant and drying out, their very survival is being endangered.

With foresight in the dams construction, limited flows in drought times can be released just to maintain downstream pool levels for our platypus, and for the very few local farms there.

Regulations normally inhibit dam construction on waterways because of its effect on the downstream health and its users. In this case an exception must be granted, because apart from the local considerations planned for above, there is nothing else all the way to the coast.

#### PRIORITIES

A goal for having some form of additional storage within a year is going to help to keep the town together in the interval, longer may not.

Bombala is on the edge of being in deep trouble, and urgent Government help will be required to expedite its construction. The Government recognizes the drought problems in our area for needing assistance. Construction needs to use outside consultants and private contractors with the expertise to complete it quickly.

The cost of the dam is insignificant compared to the losses which the town would experience without it. Nor is it the time to compromise on the size of the dam, as it appears that we will need it. and every avenue to expedite its construction should be explored.

#### ADDENDUM A

##### SITING OF THE DAM - ALTERNATE CONSIDERATIONS.

The proposal appears to be by far the best choice,. It should be the most cost/effective solution, with the largest capacity in a level and wide site. Other sites checked south and north are handicapped by steeper gradients and narrower valleys, for inadequate holding capacities.

1) The Proposal. For comparison with other sites., building costs are medium high, and its capacity rates high to very high, depending upon the wall location and its height.

2) Raising of present dam wall. The future Coolumbooka River flow is not enough to fill and maintain town requirements. The site is shallow and subject to silting, and has already been raised once, and may not be structurally capable of the increased load. Build cost medium with storage capacity Low.

3) Siting the dam on the Bombala River above the Junction of the Bombala and the Coolumbooka River. The catchment area upstream is narrow and sloping upwards, requiring a high wall. Building cost high, storage capacity very low.

4) Siting the dam wall below the town, just upstream of the Platypus reserve. Being 15 metres below the road bridge river bed and inside a narrow valley, building the wall to this height would still only result in a low capacity, and the cost would probably be prohibitive. The obvious rock bar site for the wall foundation has a very difficult access for its construction, plus it is below the town sewerage plant. Build cost very high with a low capacity. However, note that if the water level was raised by 19 metres here it could replace the current proposal, and offer the ultimate holding capacity for the town.

5) Damming Saucy Creek. The Bombala River source is north, the Coolumbooka River is to the east, and the Saucy is to the southeast, which spreads the chances for water collection. The Bombala catchment covers the greatest area and the Saucy Creek the smallest. Because the Saucy has a different rainfall catchment area, it can contribute where others may not. It does have an ideal narrow rocky site for a concrete reservoir wall. However the narrowness and gradient of the creek needs a raised water level of 9 metres to provide only a very low capacity. An optimum useful height is 12 metres. It would have to be pumped back to the town water supply - a long way.

Alternately, It would be useful as a small holding dam to allow for continuous pumping of water up to the town supply when the creek flow is sufficient. Its building cost would be low, and of course its capacity is not relevant here.





These images are to give an appreciation of what a four metre water level would look like after the proposed dam was in place. Also, to appreciate what water levels were achieved in a 6.7 metre flood. ie 3.7 metres above the proposed 4 metre level.









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## 10.2 SECURITY GUARD AT COUNCIL MEETINGS

Record No:

Responsible Officer: Chief Executive Officer  
Author: Councillor John Last  
Attachments: 1. Notice of Motion - Clr Last

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Councillor John Last has given notice that at the Ordinary Meeting of Council on 20 February 2020, he will move the following motion.

### MOTION

That Council no longer employ a security guard at Meetings.

### BACKGROUND

#### GENERAL MANAGER'S RESPONSE

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.*
-



I will move at the  
next council meeting  
the following:

" That Council no  
longer employ a Security  
Guard at meetings "

[REDACTED]

6. 2. 2020.

Seconded

[REDACTED]



### 13. CONFIDENTIAL MATTERS

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

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

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

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

#### RECOMMENDATION

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

##### **13.1 Renewal of Deed of Licence - NKB**

Item 13.1 is confidential in accordance with s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

##### **13.2 Legal Actions and Potential Claims Against SMRC as at 31 January 2020**

Item 13.2 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

##### **13.3 Request by Lessee for Mount Gladstone Nature and Flora Reserve and Lookout**

Item 13.3 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.

##### **13.4 Tender Award - Insurance Related Services and Insurance Coverage**

Item 13.4 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage



on a person with whom the Council is conducting (or proposes to conduct) business and (g) of the Local Government Act because it contains and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**13.5 Waste disposal and residential accomodation**

Item 13.5 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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.