



**SNOWY MONARO**  
REGIONAL COUNCIL

# **ATTACHMENTS TO REPORTS**

(Under Separate Cover)

**Ordinary Council Meeting**

**17 July 2025**



**ATTACHMENTS TO REPORTS  
FOR  
ORDINARY COUNCIL MEETING  
THURSDAY 17 JULY 2025**

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# Code of Meeting Practice

## Policy



### Record of versions

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## 1 Introduction

The Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2021 (the Regulation).

This code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

The provisions of the Model Meeting Code that are not mandatory are included in this Code of Meeting Practice.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

## 2 Meeting Principles

2.1 Council and committee meetings should be:

Transparent:	Decisions are made in a way that is open and accountable.
Informed:	Decisions are made based on relevant, quality information.
Inclusive:	Decisions respect the diverse needs and interests of the local community.
Principled:	Decisions are informed by the principles prescribed under Chapter 3 of the Act.
Trusted:	The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.
Respective:	Councillors, staff and meeting attendees treat each other with respect.
Effective:	Councillors, staff and meeting attendees treat each other with respect.
Orderly:	Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

## 3 Before the Meeting

### Timing of ordinary council meetings

3.1 The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

**Note:** Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local

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Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

**Extraordinary meetings**

- 3.2 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

**Note:** Clause 3.2 reflects section 366 of the Act.

**Notice to the public of council meetings**

- 3.3 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the council.

**Note:** Clause 3.3 reflects section 9(1) of the Act.

- 3.4 For the purposes of clause 3.3, notice of a meeting of the council and of a committee of council is to be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.5 For the purposes of clause 3.3, notice of more than one (1) meeting may be given in the same notice.

**Notice to councillor of ordinary council meetings**

- 3.6 The Chief Executive Officer (CEO) must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

**Note:** Clause 3.6 reflects section 367(1) of the Act.

- 3.7 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

**Note:** Clause 3.7 reflects section 367(3) of the Act.

**Notice to councillors of extraordinary meetings**

- 3.8 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

**Note:** Clause 3.8 reflects section 367(2) of the Act.

**Giving notice of business to be considered at council meetings**

- 3.9 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted 10 business days before the meeting is to be held.
- 3.10 A councillor may, in writing to the CEO, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.
- 3.11 If the CEO considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the CEO may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the council.
- 3.12 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the CEO must either:
- a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or
  - b) by written notice sent to all councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

**Questions with notice**

- 3.13 A councillor may, by way of a notice submitted under clause 3.9, ask a question for response by the CEO about the performance or operations of the council.
- 3.14 A councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the CEO or a member of staff of the council, or a question that implies wrongdoing by the CEO or a member of staff of the council.
- 3.15 The CEO or their nominee may respond to a question with notice submitted under clause 3.13 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.
- 3.16 Any questions taken on Notice at a Council meeting that are not answered at the Council meeting are taken on notice by staff or the executive must be answered within 30 days and where needed 60 days as a maximum.
- 3.17 If a question is not able to be answered, it must be recorded in the minutes that it was not able to be answered.
- 3.18 All questions taken on notice must be recorded in the meeting minutes and noted as such.

**Agenda and business papers for ordinary meetings**

- 3.19 The CEO must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.
- 3.20 The CEO must ensure that the agenda for an ordinary meeting of the council states:
- a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
  - b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
  - c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
  - d) any business of which due notice has been given under clause 3.10.
- 3.21 Nothing in clause 3.17 limits the powers of the mayor to put a mayoral minute to a meeting under clause 9.6.
- 3.22 The CEO must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the CEO, the business is, or the implementation of the business would be, unlawful. The CEO must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.23 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the CEO, is likely to take place when the meeting is closed to the public, the CEO must ensure that the agenda of the meeting:
- a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
  - b) states the grounds under section 10A(2) of the Act relevant to the item of business.

**Note:** Clause 3.20 reflects section 9(2A)(a) of the Act.

- 3.24 The CEO must ensure that the details of any item of business which, in the opinion of the CEO, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

**Statement of ethical obligations**

- 3.25 Business papers for all ordinary and extraordinary meetings of the council and committees of the council must contain a statement reminding councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

**Availability of the agenda and business papers to the public**

- 3.26 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for

taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

**Note:** Clause 3.23 reflects section 9(2) and (4) of the Act.

- 3.27 Clause 3.23 does not apply to the business papers for items of business that the CEO has identified under clause 3.20 as being likely to be considered when the meeting is closed to the public.

**Note:** Clause 3.24 reflects section 9(2A)(b) of the Act.

- 3.28 For the purposes of clause 3.23, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

**Note:** Clause 3.25 reflects section 9(3) of the Act.

- 3.29 A copy of an agenda, or of an associated business paper made available under clause 3.23, may in addition be given or made available in electronic form.

**Note:** Clause 3.26 reflects section 9(5) of the Act.

#### **Agenda and business papers for extraordinary meetings**

- 3.30 The CEO must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.
- 3.31 Despite clause 3.27, business may be considered at an extraordinary meeting of the council, even though due notice of the business has not been given, if:
- a) a motion is passed to have the business considered at the meeting, and
  - b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.
- 3.32 A motion moved under clause 3.28(a) can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with.
- 3.33 Despite clauses 10.20–10.30, only the mover of a motion moved under clause 3.28(a) can speak to the motion before it is put.
- 3.34 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.28(b) on whether a matter is of great urgency.

#### **Pre-meeting briefing sessions**

- 3.35 Prior to each ordinary meeting of the council, the CEO may arrange a pre-meeting briefing session to brief councillors on business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the council and meetings of committees of the council.
- 3.36 Pre-meeting briefing sessions are to be held in the absence of the public.
- 3.37 Pre-meeting briefing sessions may be held by audio-visual link.

- 3.38 The CEO or a member of staff nominated by the CEO is to preside at pre-meeting briefing sessions.
- 3.39 Councillors must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal council or committee meeting at which the item of business is to be considered.
- 3.40 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the councillor who made the declaration.

## 4 Public Forum

- 4.1 The council may hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary council meetings and meetings of committees of the council.
- 4.2 A separate record will be kept of the public forum and will be made available on council's website. The record will contain the following; name, item no., item description, and whether the speaker is for or against the item.
- 4.3 Public forums may be held by audio-visual link.
- 4.4 Public forums are to be chaired by the mayor or their nominee.
- 4.5 To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at the public forum must be received by two working days before the date on which the public forum is to be held, and must identify the item of business on the agenda of the council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item. If the item is a general business topic the speaker will be advised one day prior to the meeting if there is available time in public forum for their topic.
- 4.6 A person may apply to speak on no more than one items of business on the agenda of the council meeting.
- 4.7 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.
- 4.8 The CEO or their delegate may refuse an application to speak at a public forum. The CEO or their delegate must give reasons in writing for a decision to refuse an application.
- 4.9 No more than three speakers are to be permitted to speak 'for' or three 'against' a development application, or one speaker 'for' and one speaker 'against' any other item of business on the agenda for the council meeting.
- 4.10 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the CEO or their delegate may request the speakers to nominate from among themselves the persons who are to address the council on the item of business.



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If the speakers are not able to agree on whom to nominate to address the council, the CEO or their delegate is to determine who will address the council at the public forum.

- 4.11 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the CEO or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.
- 4.12 Approved speakers at the public forum are to register with the council any written, visual or audio material to be presented in support of their address to the council at the public forum, and to identify any equipment needs no less than two days before the public forum. The CEO or their delegate may refuse to allow such material to be presented.
- 4.13 The CEO or their delegate is to determine the order of speakers at the public forum.
- 4.14 Each speaker will be allowed five minutes to address the council. This time is to be strictly enforced by the chairperson.
- 4.15 Speakers at public forums must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.
- 4.16 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.
- 4.17 Speakers are under no obligation to answer a question put under clause 4.16. Answers by the speaker, to each question are to be limited to two minutes.
- 4.18 Speakers at public forums cannot ask questions of the council, councillors, or council staff.
- 4.19 The CEO or their nominee may, with the concurrence of the chairperson, address the council for up to two minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.
- 4.20 Where an address made at a public forum raises matters that require further consideration by council staff, the CEO may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.
- 4.21 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies, and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the council's code of conduct or making other potentially defamatory statements.
- 4.22 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.21, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.
- 4.23 Clause 4.21 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.

- 4.24 Where a speaker engages in conduct of the type referred to in clause 4.21, the CEO or their delegate may refuse further applications from that person to speak at public forums for such a period as the CEO or their delegate considers appropriate.
- 4.25 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at public forums and how the conflict of interest was managed by the councillor who made the declaration.

**Note:** Public forums should not be held as part of a council or committee meeting. Council or committee meetings should be reserved for decision-making by the council or committee of council. Where a public forum is held as part of a council or committee meeting, it must be conducted in accordance with the other requirements of this code relating to the conduct of council and committee meetings.

## 5 Coming Together

### Attendance by councillors at meetings

- 5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

**Note:** A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

- 5.2 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.
- 5.3 Where a councillor is unable to attend one or more ordinary meetings of the council, the councillor should request that the council grant them a leave of absence from those meetings. This clause does not prevent a councillor from making an apology if they are unable to attend a meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.
- 5.4 A councillor's request for leave of absence from council meetings should, if practicable, identify (by date) the meetings from which the councillor intends to be absent and the grounds upon which the leave of absence is being sought.
- 5.5 The council must act reasonably when considering whether to grant a councillor's request for a leave of absence.
- 5.6 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

**Note:** Clause 5.6 reflects section 234(1)(d) of the Act.

- 5.7 A councillor who intends to attend a meeting of the council despite having been granted a leave of absence should, if practicable, give the CEO at least two (2) days' notice of their intention to attend.

**The quorum for a meeting**

- 5.8 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

**Note:** Clause 5.8 reflects section 368(1) of the Act.

- 5.9 Clause 5.8 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

**Note:** Clause 5.9 reflects section 368(2) of the Act.

- 5.10 A meeting of the council must be adjourned if a quorum is not present:

- a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
- b) within half an hour after the time designated for the holding of the meeting, or
- c) at any time during the meeting.

- 5.11 In either case, the meeting must be adjourned to a time, date, and place fixed:

- a) by the chairperson, or
- b) in the chairperson's absence, by the majority of the councillors present, or
- c) failing that, by the CEO.

- 5.12 The CEO must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.

- 5.13 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the CEO and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.

- 5.14 Where a meeting is cancelled under clause 5.13, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called under clause 3.2.

**Meetings held by audio-visual link**

- 5.15 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the

meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the CEO and, as far as is practicable, with each councillor.

- 5.16 Where the mayor determines under clause 5.15 that a meeting is to be held by audio-visual link, the CEO must:
- a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
  - b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
  - c) cause a notice to be published on the council's website and in such other manner the CEO is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.
- 5.17 This code applies to a meeting held by audio-visual link under clause 5.15 in the same way it would if the meeting was held in person.

**Note:** Where a council holds a meeting by audio-visual link under clause 5.15, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

#### **Attendance by councillors at meetings by audio-visual link**

- 5.18 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee.
- 5.19 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the CEO by Monday of the week of the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.
- 5.20 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.19.
- 5.21 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.
- 5.22 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.23 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state:
- a) the meetings the resolution applies to, and

- b) the reason why the councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.
- 5.24 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 5.25 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link. However, the council and committees of the council are under no obligation to approve a councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the councillor to attend the meeting by these means.
- 5.26 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.
- 5.27 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.28 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.
- 5.29 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

#### **Entitlement of the public to attend council meetings**

- 5.30 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.  
  
**Note:** Clause 5.30 reflects section 10(1) of the Act.
- 5.31 Clause 5.30 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 5.32 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:
  - a) by a resolution of the meeting, or
  - b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

**Note:** Clause 5.32 reflects section 10(2) of the Act

**Note:** Clause 15.14 authorises the chairperson to expel any person, including a councillor, from a council or committee meeting.

#### Webcasting of meetings

- 5.33 Each meeting of the council or a committee of the council is to be recorded by means of an audio or audio-visual device.
- 5.34 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:
- a) the meeting is being recorded and made publicly available on the council's website, and
  - b) persons attending the meeting should refrain from making any defamatory statements.
- 5.35 The recording of a meeting is to be made publicly available on the council's website:
- a) at the same time as the meeting is taking place, or
  - b) as soon as practicable after the meeting.

**Note:** The Council meetings will be livestreamed and recordings of the meeting will be uploaded on the council's website within 3 business days of the Council meeting. The webcast comprises of an audio visual recording of the meeting.

- 5.36 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting.
- 5.37 Clauses 5.35 and 5.36 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

**Note:** Clauses 5.33 – 5.37 reflect section 236 of the Regulation.

- 5.38 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

#### Attendance of the CEO and other staff at meetings

- 5.39 The CEO is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

**Note:** Clause 5.39 reflects section 376(1) of the Act.

- 5.40 The CEO is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

**Note:** Clause 5.40 reflects section 376(2) of the Act.

- 5.41 The CEO may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the CEO or the terms of employment of the CEO.

**Note:** Clause 5.41 reflects section 376(3) of the Act.

- 5.42 The attendance of other council staff at a meeting, (other than as members of the public) shall be with the approval of the CEO.

- 5.43 The CEO and other council staff may attend meetings of the council and committees of the council by audio-visual-link. Attendance by council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the CEO.

## 6 The Chairperson

### The chairperson at meetings

- 6.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

**Note:** Clause 6.1 reflects section 369(1) of the Act.

- 6.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

**Note:** Clause 6.2 reflects section 369(2) of the Act.

### Election of the chairperson in the absence of the mayor and deputy mayor

- 6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

- 6.4 The election of a chairperson must be conducted:

- a) by the CEO or, in their absence, an employee of the council designated by the CEO to conduct the election, or
- b) by the person who called the meeting or a person acting on their behalf if neither the CEO nor a designated employee is present at the meeting, or if there is no CEO or designated employee.

- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.

- 6.6 For the purposes of clause 6.5, the person conducting the election must:

- a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
- b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

### Chairperson to have precedence

- 6.9 When the chairperson rises or speaks during a meeting of the council:

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- a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
- b) every councillor present must be silent to enable the chairperson to be heard without interruption.

## 7 Modes of Address

- 7.1 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor'.
- 7.2 Where the chairperson is not the mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson'.
- 7.3 A councillor is to be addressed as 'Councillor [surname]'.
- 7.4 A council officer is to be addressed by their official designation or as Mr/Ms [surname].



## 8 Order of Business for Ordinary Council Meeting

8.1 The general order of business for an ordinary meeting of the council shall be:

- 01 Opening meeting
- 02 Acknowledgement of country
- 03 Councillor Request for Attendance by Audio-Visual Link
- 04 Apologies and applications for leave of absence
- 05 Disclosures of interests
- 06 Matters Dealt with by Exception
- 07 Confirmation of minutes
- 08 Planning and development applications
- 09 Other reports to Council
- 10 Reports of committees
- 11 Notices of motions
- 12 Mayoral minute(s)
- 13 Questions with notice
- 14 Confidential matters
- 15 Conclusion of the meeting

**Note:** Public Forum is conducted before item four (4)

8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

**Note:** If adopted, Part 13 allows council to deal with items of business by exception.

8.4 Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 8.2 may speak to the motion before it is put.

## 9 Consideration of Business at Council Meetings

### Business that can be dealt with at a council meeting

9.1 The council must not consider business at a meeting of the council:

- a) unless a councillor has given notice of the business, as required by clause 3.9, and
- b) unless notice of the business has been sent to the councillors in accordance with clause 3.6 in the case of an ordinary meeting or clause 3.8 in the case of an extraordinary meeting called in an emergency.

9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:

- a) is already before, or directly relates to, a matter that is already before the council, or
- b) is the election of a chairperson to preside at the meeting, or

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- c) subject to clause 9.9, is a matter or topic put to the meeting by way of a mayoral minute, or
  - d) is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the council.
- 9.3 Despite clause 9.1, business may be considered at a meeting of the council even though due notice of the business has not been given to the councillors if:
  - a) a motion is passed to have the business considered at the meeting, and
  - b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.
- 9.4 A motion moved under clause 9.3(a) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 9.3(a) can speak to the motion before it is put.
- 9.5 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.3(b).

**Mayoral minutes**

- 9.6 Subject to clause 9.9, if the mayor is the chairperson at a meeting of the council, the mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of the council, or of which the council has official knowledge.
- 9.7 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The chairperson (but only if the chairperson is the mayor) may move the adoption of a mayoral minute without the motion being seconded.
- 9.8 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.
- 9.9 A mayoral minute must not be used to put without notice matters that are routine and not urgent or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the council before the next scheduled ordinary meeting of the council.
- 9.10 Where a mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan, and where applicable asset management plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the mayoral minute does not identify a funding source, the council must defer consideration of the matter, pending a report from the CEO on the availability of funds for implementing the recommendation if adopted.

**Staff reports**

- 9.11 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

#### **Reports of committees of council**

- 9.12 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.
- 9.13 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

#### **Questions**

- 9.14 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.9 and 3.13.
- 9.15 A councillor may, through the chairperson, put a question to another councillor about a matter on the agenda.
- 9.16 A councillor may, through the CEO, put a question to a council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the CEO at the direction of the CEO.
- 9.17 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.
- 9.18 Councillors must put questions directly, succinctly, respectfully and without argument.
- 9.19 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

## **10 Rules of Debate**

#### **Motions to be seconded**

- 10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

#### **Notices of motion**

- 10.2 A councillor who has submitted a notice of motion under clause 3.9 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a councillor who has submitted a notice of motion under clause 3.9 wishes to withdraw it after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the councillor may request the withdrawal of the motion when it is before the council.
- 10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:

- a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
- b) the chairperson may defer consideration of the motion until the next meeting of the council.

#### **Chairperson's duties with respect to motions**

- 10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting. The chairperson should read out the motions prior to calling for a seconder of the motion.
- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.
- 10.8 Any motion, amendment, or other matter that the chairperson has ruled out of order is taken to have been lost.

#### **Motions requiring the expenditure of funds**

- 10.9 A motion or an amendment to a motion which if passed would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan and where applicable asset management plan, it must identify the source of funding for the expenditure that is the subject of the motion. If the motion does not identify a funding source, the council must defer consideration of the matter, pending a report from the CEO on the availability of funds for implementing the motion if adopted.

#### **Amendments to motions**

- 10.10 An amendment to a motion must be moved and seconded before it can be debated.
- 10.11 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.12 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.13 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.
- 10.14 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- 10.15 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.

- 10.16 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

#### **Foreshadowed motions**

- 10.17 A councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.
- 10.18 Where an amendment has been moved and seconded, a councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.
- 10.19 Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

#### **Limitations on the number and duration of speeches**

- 10.20 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.21 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.
- 10.22 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.23 Despite clause 10.22, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.24 Despite clause 10.22, the council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.
- 10.25 Despite clauses 10.20 and 10.21, a councillor may move that a motion or an amendment be now put:
- a) if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
  - b) if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.
- 10.26 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.25. A seconder is not required for such a motion.

- 10.27 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.20.
- 10.28 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.
- 10.29 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.
- 10.30 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

## 11 Voting

### Voting entitlements of councillors

- 11.1 Each councillor is entitled to one (1) vote.

**Note:** Clause 11.1 reflects section 370(1) of the Act.

- 11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

**Note:** Clause 11.2 reflects section 370(2) of the Act.

- 11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

### Voting at council meetings

- 11.4 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.
- 11.5 If a councillor who has voted against a motion put at a council meeting so requests, the CEO must ensure that the councillor's dissenting vote is recorded in the council's minutes.
- 11.6 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.
- 11.7 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The CEO must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.
- 11.8 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.
- 11.9 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

- 11.10 All voting at council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

#### Voting on planning decisions

- 11.11 The CEO must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- 11.12 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- 11.13 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.14 Clauses 11.11–11.13 apply also to meetings that are closed to the public.

**Note:** Clauses 11.11–11.13 reflect section 375A of the Act.

**Note:** The requirements of clause 11.11 may be satisfied by maintaining a register of the minutes of each planning decision.

## 12 Committee of the Whole

- 12.1 The council may resolve itself into a committee to consider any matter before the council.

**Note:** Clause 12.1 reflects section 373 of the Act.

- 12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches.

**Note:** Clauses 10.20–10.30 limit the number and duration of speeches.

- 12.3 The CEO or, in the absence of the CEO, an employee of the council designated by the CEO, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.
- 12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

## 13 Dealing with Items by Exception

- 13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.
- 13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.
- 13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.
- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.3.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of the council's code of conduct.

## 14 Closure of Council Meetings to the Public

### Grounds on which meetings can be closed to the public

- 14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
  - a) personnel matters concerning particular individuals (other than councillors),
  - b) the personal hardship of any resident or ratepayer,
  - c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
  - 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,
  - f) matters affecting the security of the council, councillors, council staff or council property,
  - g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
  - h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
  - i) alleged contraventions of the council's code of conduct.

**Note:** Clause 14.1 reflects section 10A(1) and (2) of the Act.



- 14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

**Note:** Clause 14.2 reflects section 10A(3) of the Act.

**Matters to be considered when closing meetings to the public**

- 14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

- a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

**Note:** Clause 14.3 reflects section 10B(1) of the Act.

- 14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

- a) are substantial issues relating to a matter in which the council or committee is involved, and
- b) are clearly identified in the advice, and
- c) are fully discussed in that advice.

**Note:** Clause 14.4 reflects section 10B(2) of the Act.

- 14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

**Note:** Clause 14.5 reflects section 10B(3) of the Act.

- 14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

- a) a person may misinterpret or misunderstand the discussion, or
- b) the discussion of the matter may:
  - i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
  - ii) cause a loss of confidence in the council or committee.

**Note:** Clause 14.6 reflects section 10B(4) of the Act.

- 14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

**Note:** Clause 14.7 reflects section 10B(5) of the Act.

**Notice of likelihood of closure not required in urgent cases**

14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed, but only if:

- a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
- b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
  - i) should not be deferred (because of the urgency of the matter), and
  - ii) should take place in a part of the meeting that is closed to the public.

**Note:** Clause 14.8 reflects section 10C of the Act.

**Representations by members of the public**

14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

**Note:** Clause 14.9 reflects section 10A(4) of the Act.

14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

14.11 Where the matter has been identified in the agenda of the meeting under clause 3.20 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in the approved form. Applications must be received by two days before the meeting date at which the matter is to be considered.

14.12 The CEO (or their delegate) may refuse an application made under clause 14.11. The CEO or their delegate must give reasons in writing for a decision to refuse an application.

14.13 No more than one speaker per item are to be permitted to make representations under clause 14.9.

14.14 If more than the permitted number of speakers apply to make representations under clause 14.9, the CEO or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the CEO or their delegate is to determine who will make representations to the council.

14.15 The CEO (or their delegate) is to determine the order of speakers.

14.16 Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than one speaker on each item to make representations in such order as determined by the chairperson.

14.17 Each speaker will be allowed five minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their

representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

#### **Expulsion of non-councillors from meetings closed to the public**

- 14.18 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.19 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

#### **Obligations of councillors attending meetings by audio-visual link**

- 14.20 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

#### **Information to be disclosed in resolutions closing meetings to the public**

- 14.21 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:
- a) the relevant provision of section 10A(2) of the Act,
  - b) the matter that is to be discussed during the closed part of the meeting,
  - c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**Note:** Clause 14.21 reflects section 10D of the Act.

#### **Resolutions passed at closed meetings to be made public**

- 14.22 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.23 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.22 during a part of the meeting that is webcast.

## 15 Keeping Order at Meetings

### Points of order

- 15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.
- 15.2 A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.
- 15.3 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

### Questions of order

- 15.4 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.5 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.6 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.
- 15.7 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

### Motions of dissent

- 15.8 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.9 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.10 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

### Acts of disorder

- 15.11 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:
  - a) contravenes the Act, the Regulation or this code, or
  - b) assaults or threatens to assault another councillor or person present at the meeting, or

- c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or
- d) insults, makes unfavourable personal remarks about, or imputes improper motives to any other council official, or alleges a breach of the council's code of conduct, or
- e) says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the council or the committee into disrepute.

**Note:** Clause 15.11 reflects section 182 of the Regulation.

15.12 The chairperson may require a councillor:

- a) to apologise without reservation for an act of disorder referred to in clauses 15.11(a), (b), or (e), or
- b) to withdraw a motion or an amendment referred to in clause 15.11(c) and, where appropriate, to apologise without reservation, or
- c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.11(d) and (e).

**Note:** Clause 15.12 reflects section 233 of the Regulation.

#### How disorder at a meeting may be dealt with

15.13 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

#### Expulsion from meetings

15.14 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.

15.15 Clause 15.14 does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

15.16 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.12. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

**Note:** Clause 15.16 reflects section 233(2) of the Regulation.

15.17 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.18 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

- 15.19 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

**How disorder by councillors attending meetings by audio-visual link may be dealt with**

- 15.20 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.
- 15.21 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

**Use of mobile phones and the unauthorised recording of meetings**

- 15.22 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.
- 15.23 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.
- 15.24 Without limiting clause 15.19, a contravention of clause 15.25 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause 15.25, may be expelled from the meeting as provided for under section 10(2) of the Act.
- 15.25 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

## 16 Conflicts of Interest

- 16.1 All councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed

at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

## 17 Decisions of the Council

### Council decisions

- 17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

**Note:** Clause 17.1 reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.

- 17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

### Rescinding or altering council decisions

- 17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given under clause 3.10.

**Note:** Clause 17.3 reflects section 372(1) of the Act.

- 17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

**Note:** Clause 17.4 reflects section 372(2) of the Act.

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with clause 3.10.

**Note:** Clause 17.5 reflects section 372(3) of the Act.

- 17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

**Note:** Clause 17.6 reflects section 372(4) of the Act.

- 17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

**Note:** Clause 17.7 reflects section 372(5) of the Act.

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

**Note:** Clause 17.8 reflects section 372(7) of the Act.

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.
- 17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the CEO no later than one working day after the meeting at which the resolution was adopted.
- 17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

**Note:** Clause 17.11 reflects section 372(6) of the Act.

- 17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:
- a) a notice of motion signed by three councillors is submitted to the chairperson, and
  - b) a motion to have the motion considered at the meeting is passed, and
  - c) the chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.
- 17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.12(b) can speak to the motion before it is put.
- 17.14 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.12(c).

#### **Recommitting resolutions to correct an error**

- 17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:
- a) to correct any error, ambiguity or imprecision in the council's resolution, or
  - b) to confirm the voting on the resolution.
- 17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.
- 17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.
- 17.18 A motion moved under clause 17.15 can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.15 can speak to the motion before it is put.
- 17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.



- 17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

## 18 Time Limits on Council Meetings

- 18.1 Meetings of the council and committees of the council are to conclude no later than five hours after the opening of the meeting.
- 18.2 If the business of the meeting is unfinished five hours after the opening of the meeting, the council or the committee may, by resolution, extend the time of the meeting.
- 18.3 If the business of the meeting is unfinished five hours after the opening of the meeting, and the council does not resolve to extend the meeting, the chairperson must either:
- a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
  - b) adjourn the meeting to a time, date and place fixed by the chairperson.
- 18.4 Clause 18.3 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 18.5 Where a meeting is adjourned under clause 18.3 or 18.4, the CEO must:
- a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
  - b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the CEO is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

## 19 After the Meeting

### Minutes of meetings

- 19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.
- Note:** Clause 19.1 reflects section 375(1) of the Act.
- 19.2 At a minimum, the CEO must ensure that the following matters are recorded in the council's minutes:
- a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
  - b) details of each motion moved at a council meeting and of any amendments moved to it,
  - c) the names of the mover and seconder of the motion or amendment,
  - d) whether the motion or amendment was passed or lost, and
  - e) such other matters specifically required under this code.
- 19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

**Note:** Clause 19.3 reflects section 375(2) of the Act.

19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

**Note:** Clause 19.5 reflects section 375(2) of the Act.

19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

19.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

#### **Access to correspondence and reports laid on the table at, or submitted to, a meeting**

19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

**Note:** Clause 19.8 reflects section 11(1) of the Act.

19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

**Note:** Clause 19.9 reflects section 11(2) of the Act.

19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

**Note:** Clause 19.10 reflects section 11(3) of the Act.

19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

#### **Implementation of decisions of the council**

19.12 The CEO is to implement, without undue delay, lawful decisions of the council.

**Note:** Clause 19.12 reflects section 335(b) of the Act.

## **20 Council Committees**

### **Application of this Part**

20.1 This Part only applies to committees of the council whose members are all councillors.

**Council committees whose members are all councillors**

- 20.2 The council may, by resolution, establish such committees as it considers necessary.
- 20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.
- 20.4 The quorum for a meeting of a committee of the council is to be:
- a) such number of members as the council decides, or
  - b) if the council has not decided a number – a majority of the members of the committee.

**Functions of committees**

- 20.5 The council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions in accordance with section 377(1) of the Act.

**Notice of committee meetings**

- 20.6 The CEO must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:
- a) the time, date and place of the meeting, and
  - b) the business proposed to be considered at the meeting.
- 20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

**Attendance at committee meetings**

- 20.8 A committee member (other than the mayor) ceases to be a member of a committee if the committee member:
- a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
  - b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.
- 20.9 Clause 20.8 does not apply if all of the members of the council are members of the committee.

**Non-members entitled to attend committee meetings**

- 20.10 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:
- a) to give notice of business for inclusion in the agenda for the meeting, or
  - b) to move or second a motion at the meeting, or

- c) to vote at the meeting.

#### **Chairperson and deputy chairperson of council committees**

20.11 The chairperson of each committee of the council must be:

- a) the mayor, or
- b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
- c) if the council does not elect such a member, a member of the committee elected by the committee.

20.12 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

20.13 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

20.14 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

#### **Procedure in committee meetings**

20.15 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council unless the council or the committee determines otherwise in accordance with this clause.

20.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.15.

20.17 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

#### **Closure of committee meetings to the public**

20.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.

20.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

20.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.20 during a part of the meeting that is webcast.

#### **Disorder in committee meetings**

20.21 The provisions of the Act and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way as they apply to meetings of the council.

#### **Minutes of council committee meetings**

20.22 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

- a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
- b) details of each motion moved at a meeting and of any amendments moved to it,
- c) the names of the mover and seconder of the motion or amendment,
- d) whether the motion or amendment was passed or lost, and
- e) such other matters specifically required under this code.

20.23 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

20.24 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.

20.25 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

20.26 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.

20.27 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

20.28 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

## **21 Irregularities**

21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:

- a) a vacancy in a civic office, or

- b) a failure to give notice of the meeting to any councillor or committee member, or
- c) any defect in the election or appointment of a councillor or committee member, or
- d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
- e) a failure to comply with this code.

**Note:** Clause 21.1 reflects section 374 of the Act.

## 22 Definitions

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	<p>in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and</p> <p>in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.11 of this code</p>
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
council official	has the same meaning it has in the Model Code of Conduct for Local Councils in NSW
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion

SNOWY MONARO REGIONAL COUNCIL

Code of Meeting Practice | Policy


foreshadowed amendment	means a proposed amendment foreshadowed by a councillor under clause 10.18 of this code during debate on the first amendment
foreshadowed motion	means a motion foreshadowed by a councillor under clause 10.17 of this code during debate on an original motion
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2021</i>
webcast	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time
year	means the period beginning 1 July and ending the following 30 June

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council




SNOWY MONARO

REGIONAL COUNCIL

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	112/25	Chief of Infrastructure and Projects	Infrastructure	16/06/2025	Outstanding
SMRC develops and adopts a road strategy based on the findings of the Condition Assessment and Strategic Analysis of Road Network.					
COUNCIL RESOLUTION			112/25		
That a report come before Council to develop a roads management strategy grounded in a comprehensive needs analysis, not limited to:					
a) A structured road maintenance priority system for routine maintenance, including bitumen reseals and gravel re-sheeting;					
b) A prioritization framework for heavy patching requirements, with an annually reviewed program for repairs;					
c) A structured bridge and culvert replacement/repair priority system, ensuring critical infrastructure is maintained proactively;					
d) A systematic approach to road safety enhancements, including the installation and replacement of protective fencing, guardrails, and other necessary safety feature;					
e) A prioritization system for the expansion of the sealed road network, based on condition ratings, traffic volume, and long-term economic viability.					
Moved Councillor Rose		Seconded Councillor Stewart		CARRIED	
Record of Voting					
Councillors For:		Councillor Elliott, Mayor Hanna, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Williamson.			
Councillors Against:		Councillor Davis, Councillor Higgins, Deputy Mayor Hopkins and Councillor Summers.			
Notes					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	<b>111/25</b>	Governance Support Officer	Strategy	16/06/2025	Completed
<b>Minutes from Management and Advisory Committees</b>					
<b>COUNCIL RESOLUTION (BY EXCEPTION)</b> <span style="float: right;"><b>111/25</b></span>					
That Council receive the minutes of the:					
i. Bombala Exhibition Ground Management Committee - Meeting Held 12 March 2025					
ii. Michelago Hall and Tennis Courts Committee - Meeting Held 19 February 2025.					




<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		<b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council			

<b>Moved Councillor Davis</b>	<b>Seconded Councillor Elliott</b>	<b>CARRIED</b>
<b>Record of Voting</b>		
<i>Councillors For:</i>	<i>Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i>	
<i>Councillors Against:</i>	<i>Councillor Williamson.</i>	
<b>Notes</b>		

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	<b>110/25</b>	Chief Strategy Officer	Strategy	16/06/2025	Completed
<b>Unlawful Motions</b>					
<b>COUNCIL RESOLUTION (BY EXCEPTION) 110/25</b>					
That Council note the advice provided on motions excluded by the CEO from the April Council Meeting Business Paper.					
<b>Moved Councillor Davis</b>					
<b>Seconded Councillor Elliott</b>					
<b>CARRIED</b>					
<b>Record of Voting</b>					
<i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i>					
<i>Councillors Against: Councillor Williamson</i>					
<b>Notes</b>					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	<b>101/25</b>	Chief Financial Officer	Finance	16/06/2025	Outstanding

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

Quarterly Budget Review Statement (QBRs) 31 March 2025		
COUNCIL RESOLUTION	101/25	
That Council receive the quarterly budget review statement for the quarter ended 31 March 2025 and approve the variations noted therein.		
Moved Deputy Mayor Hopkins	Seconded Councillor Davis	CARRIED
Record of Voting		
Councillors For:	Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.	
Councillors Against:	Councillor Williamson.	
Notes		

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025		Project Officer	Infrastructure	16/06/2025	Outstanding
Post Exhibition Report - Berridale Beautification (Drainage)					
COUNCIL RESOLUTION			102/25		
That Council: Adopt the amended plans previously identified as stages 3A, 3B, 4, 5 of the Berridale Village Landscape Master Plan, now known as the Berridale Village Master Plan, with the following considerations:					
(i) Implementation of the Plan will be delivered in stages;					
(ii) Works not funded under the current grant funding will be proposed to be delivered in Stage 2, to be undertaken once suitable funding is secured.					
Moved Councillor Rose			Seconded Councillor Summers		
			CARRIED		
Record of Voting					
Councillors For:		Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers and Councillor Williamson.			
Councillors Against:		Nil.			

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council		

**Notes**

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	97/25	Duty Town Planner	Community Services	16/06/2025	Outstanding

**Development Application 10.2024.312.1 Two lots subdivided into three lots for the purpose of agriculture**

**COUNCIL RESOLUTION**

**97/25**

That Council, pursuant to section 4.16(1)(b) of the *Environmental Planning and Assessment Act 1979 (as amended)* **refuse** 10.2024.312.1 for Subdivision of the subject two lots, creating one additional lot, on Lot 152 and Lot 153: DP: 756826 at Big Jack Road, Cathcart for the following reasons:

1. The design of the proposed development is not suitable and does not meet the objective of Zone RU1 Primary Production of the Bombala LEP 2012 being to minimise the fragmentation and alienation of resource lands.
2. The design of the proposed development is not suitable and does not meet the following requirements of clause 4.2 rural subdivision in the Bombala LEP 2012 including Clause (3) *"Land in a zone to which this clause applies may, with development consent, be subdivided for the purpose of primary production to create a lot of a size that is less than the minimum size shown on the Lot Size Map in relation to that land"*, as the application does not demonstrate that the proposed lots are capable of supporting primary production.
3. The proposed development and design does not meet the site suitability, social impact and public interest tests of section 4.15 of the Environmental Planning and Assessment Act 1979.
4. The development as presented in the application does not adequately meet the development standards of the Bombala DCP 2012, including Chapter 3.2 Rural Subdivision.

**Moved Councillor Stewart**

**Seconded Councillor Davis**

**CARRIED**

**Record of Voting**

**Councillors For:** Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers and Councillor Williamson.

**Councillors Against:** Nil.

**Notes**

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	100/25	Chief Financial Officer	Finance	16/06/2025	Outstanding
<b>Monthly Funds Management Report - April 2025</b> <b>COUNCIL RESOLUTION (BY EXCEPTION)</b> <div>100/25</div> <p>That Council receive the report indicating Council’s cash and investments position as at 30 April 2025; and the certification of the Responsible Accounting Officer.</p> <div> <div>Moved Councillor Davis</div> <div>Seconded Councillor Elliott</div> <div>CARRIED</div> </div> <p><b>Record of Voting</b></p> <p><i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i></p> <p><i>Councillors Against: Councillor Williamson.</i></p>					
<b>Notes</b>					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	107/25	Governance Officer	Strategy	31/07/2025	Completed
<b>Nomination for Membership on the North Ridge Reserve Advisory Committee</b>					
<b>COUNCIL RESOLUTION (BY EXCEPTION)</b>			<b>107/25</b>		
That Council appoint Tim White and Patrick Swain to the vacant positions on the Cooma North Ridge Reserve Advisory Committee.					
<b>Moved Councillor Davis</b>		<b>Seconded Councillor Elliott</b>		<b>CARRIED</b>	
<b>Record of Voting</b>					
<i>Councillors For:</i>		<i>Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i>			
<i>Councillors Against:</i>		<i>Councillor Williamson.</i>			
<b>Notes</b>					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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**08 Jul 2025**

Action complete. Appointed members have been notified of councils decision and provided with committee charter, and contacts. The NRR committee were notified of the appointments and have contacted the new members.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	108/25	Chief Executive Officer	Executive Office	16/06/2025	Completed
<b>Settlement of Claims - Snowy Reservoir Collapse - Status Report</b>  <b>COUNCIL RESOLUTION (BY EXCEPTION) 108/25</b>  That Council note the April 2025 Settlement of Claims - Snowy Reservoir Collapse - Status Report.  <b>Moved Councillor DavisSeconded Councillor Elliott CARRIED</b>  <b>Record of Voting</b> <i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i> <i>Councillors Against: Councillor Williamson.</i>					
<b>Notes</b>					


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	103/25	Chief Strategy Officer	Strategy	16/06/2025	Completed
<b>Performance Improvement Order - 2nd Report</b>  <b>COUNCIL RESOLUTION (BY EXCEPTION) 103/25</b>  That Council note the details on the report.  <b>Moved Councillor DavisSeconded Councillor Elliott CARRIED</b>  <b>Record of Voting</b>					

**Date From:** 01/01/1900

**Date To:** 09/07/2025

## IN-PROGRESS ACTIONS REPORT

**Committee:** Ordinary Council




**SNOWY MONARO**  
REGIONAL COUNCIL

<b>Councillors For:</b>	<i>Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i>
<b>Councillors Against:</b>	<i>Councillor Williamson</i>
<b>Notes</b>	

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	106/25	Coordinator Governance	Strategy	16/06/2025	Completed
<b>Appointment of ARIC chair</b> <b>COUNCIL RESOLUTION (BY EXCEPTION)</b> <span style="float: right;"><b>106/25</b></span> That Council appoint Mr Stephen Coates as chair of the Audit, Risk and Improvement Committee (ARIC).  <div style="display: flex; justify-content: space-between;"> <span><b>Moved Councillor Davis</b></span> <span><b>Seconded Councillor Elliott</b></span> <span><b>CARRIED</b></span> </div> <b>Record of Voting</b> <i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i> <i>Councillors Against: Councillor Williamson.</i>					
<b>Notes</b> <b>08 Jul 2025</b> Recruitment complete and appointment reported to Council 15 May 2025. Carried by resolution 106/25					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	116/25	Chief Strategy Officer	Strategy	16/06/2025	Completed
<b>Public Forums</b>					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

<b>COUNCIL RESOLUTION</b>	<b>116/25</b>
That Council provide the opportunity for a public forum, where residents and ratepayers may speak on matters before the Council, prior to all ordinary and extraordinary Council meetings, in accordance with the provisions of the Code of Meeting Practice.	
<b>Moved Councillor Rose</b>	<b>Seconded Councillor Williamson</b>
<b>Record of Voting</b>	<b>CARRIED</b>
<b>Councillors For:</b> Councillor Elliott, Mayor Hanna, Deputy Mayor Hopkins, Councillor Rose, Councillor Stewart and Councillor Williamson. <b>Councillors Against:</b> Councillor Davis, Councillor Higgins, Councillor Rooney and Councillor Summers.	
<b>Notes</b>	

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	117/25	Chief People Officer	Workforce	16/06/2025	Outstanding
Review of Council's staffing levels					
COUNCIL RESOLUTION			117/25		
That, as part of the required review of the organisational structure, under the Local Government Act S333 - “ <i>The council <b>must</b> review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council”</i> , the CEO:					
A. Undertakes a comprehensive review of Council’s staffing levels, including full-time equivalents (FTE) across the organisation;					
B. Assesses the operational and financial impacts of changes in staffing numbers since the 2016 amalgamation of the former councils;					
C. Determines and report back to Council on the optimum staffing levels required to meeting Council’s legislated responsibilities, strategic objectives and service delivery expectations having regard to achieving the actions and strategies outlined in the 2025/26 operational plan and 2025-2029 Delivery Program;					
D. Provides a report to councillors by the September 2025 Ordinary Council Meeting.					
Moved Councillor Rose		Seconded Councillor Elliott		CARRIED	

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<p><b>Record of Voting</b></p> <p><i>Councillors For: Councillor Elliott, Mayor Hanna, Deputy Mayor Hopkins, Councillor Rose, Councillor Stewart and Councillor Williamson.</i></p> <p><i>Councillors Against: Councillor Davis, Councillor Higgins, Councillor Rooney and Councillor Summers.</i></p>	
<p><b>Notes</b></p>	

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	113/25	Coordinator Strategy Development	Strategy	16/06/2025	Completed
<b>Master Plan for Bombala, CBD, Town Entrances, Bombala River Riparian zone inclusive of Coolumbooka River intersection</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>113/25</b></span> That Council place in the Draft 2025 – 2028 Delivery and Operational Plan to: Seek grant funding for the development of a Master Plan for Bombala, CBD, Town Entrances, Rail Precinct Bombala River Riparian zone inclusive of Coolumbooka River Intersection. <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span><b>Moved Councillor Davis</b></span> <span><b>Seconded Councillor Elliott</b></span> <span><b>CARRIED</b></span> </div> <div style="margin-top: 10px;"> <b>Record of Voting</b>  <i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Councillor Rooney, Councillor Rose, Councillor Stewart and Councillor Summers.</i>  <i>Councillors Against: Deputy Mayor Hopkins and Councillor Williamson.</i> </div>					
<b>Notes</b> <b>02 Jul 2025</b> Item is an unresourced project within the Delivery Program. <b>04 Jun 2025</b> Item will be included in the post-exhsibition report to Council meeting to be held on 19 June to be added to the unresourced projects within the Delivery Program.					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/05/2025	114/25	Chief of Infrastructure and Projects	Infrastructure	16/06/2025	Outstanding



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<b>Crankies Plain Road</b>  <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>114/25</b></span>  That Council request an urgent briefing from Transport NSW to Council and community members regarding the replacement of Coolumbooka bridge.  <b>Moved Councillor Stewart      Seconded Councillor Summers      CARRIED</b>  <b>Record of Voting</b> <i>Councillors For:                      Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers and Councillor Williamson.</i> <i>Councillors Against:              Nil.</i>
<b>Notes</b>

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/04/2025	65/25	Manager Corporate Projects	Infrastructure	19/05/2025	Outstanding

<b>Jindabyne Landfill Project Update</b>  <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>65/25</b></span>  That Council: <ol style="list-style-type: none"> <li>note the Jindabyne Landfill Project update report</li> <li>take urgent action to address safety concerns at the site</li> <li>address the situation regarding the non-functional weigh bridge</li> <li>commence work as a priority to review the waste management strategy in the 2025-2026 operational plan.</li> </ol> <b>Moved Councillor Davis                      Seconded Councillor Elliott                      CARRIED</b>  <b>Record of Voting</b> <i>Councillors For:                      Councillor Davis, Councillor Elliott, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Summers, Councillor Thaler and Councillor Williamson.</i> <i>Councillors Against:              Councillor Stewart.</i>
<b>Notes</b>

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council	

**04 Jun 2025**

Safety concerns are currently being addressed, and will be completed by 6 June. More detail will be provided in the Jindabyne Landfill update report to Council for the 19 June Council meeting., non functioning Weighbridge may be addressed if Option 1 is preferred. , New weighbridge is finalising works surrounding weighbridge prior to being activated., Waste Strategy is programmed for commencement under 25/26 OP, once resources are available.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/04/2025	<b>75/25</b>	Chief of Infrastructure and Projects	Infrastructure	19/05/2025	Outstanding

**New Rural Fire Services Headquarters**

**COUNCIL RESOLUTION**

**75/25**

That:

- A. A report be provided to council detailing the current status of the of proposed new Rural Fires Service Headquarters to be constructed at Polo Flat
- B. The cost projections to Council of the project, including the (now over-run) cost of the electrical services connection.
- C. The Chief Executive Officer provide, without limitation:
  - (a) The contract, if any, or agreement between SMRC and NSW RFS
  - (b) Any document or agreement that sets out the ownership of the facility and obligations as to operational costs
  - (c) The expected insurance cost projected insurance needs (noting the proposed helicopter maintenance hangar)
  - (d) Details of the expected rent and income from this facility
  - (e) Details of the annual funding to be provided to SMRC from the Crown, in right of New South Wales.
  - (f) Status of the current 'construction' progress and where we can view this actual construction.
  - (g) The net proceeds from the sale of the tied land at Leesville; Net of all development and planning costs.
  - (h) The cost of the electrical kiosk substation installation now required for the site.
  - (i) The CEO certify in writing that the Council will not be required to pay for any hydrocarbon fuel/s used at this site.


**Moved Councillor Thaler**

**Seconded Councillor Williamson**

**CARRIED**

**Record of Voting**

*Councillors For: Councillor Elliott, Deputy Mayor Hopkins, Councillor Rose, Councillor Stewart, Councillor Thaler and Councillor Williamson.*

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		<b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council			

<b>Councillors Against:</b> Councillor Davis, Councillor Higgins, Councillor Rooney and Councillor Summers.
<b>Notes</b>

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/04/2025	<b>76/25</b>	Governance Officer	Strategy	31/07/2025	Outstanding

<b>Questions Taken on Notice</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>76/25</b></span> That: A. Any questions taken on Notice at the Council meeting that are not answered at the Council meeting are taken on notice by staff or the executive must be answered within 30 days and where needed 60 days as a maximum. B. If a question is not able to be answered, it must be recorded in the minutes that it was not able to be answered. C. All questions taken on notice must be recorded in the meeting minutes and noted as such. D. Council does not consider this a significant change to the code of meeting practice. <b>Moved Councillor Thaler      Seconded Councillor Rose      CARRIED</b> <b>Record of Voting</b> <b>Councillors For:</b> Councillor Elliott, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rose, Councillor Stewart, Councillor Summers, Councillor Thaler and Councillor Williamson. <b>Councillors Against:</b> Councillor Davis and Councillor Rooney.					
<b>Notes</b> <b>07 May 2025</b> Decision will be incorporated into policy and staff informed.					


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/03/2025	<b>22/25</b>	Land & Property Officer	Infrastructure	30/06/2025	Outstanding
<b>Road Reserve Closure &amp; Disposal and Land Acquisition for Road Corridor Alignment Related to Grant Funded Bridge Replacement - Cambalong Bridge</b>					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

COUNCIL RESOLUTION

22/25

That Council;

A. Approve the acquisition of land necessary to create a public road corridor over the constructed section of Cambalong Road, through private land at Lot 2 DP 810693; with acknowledgement that all costs relating to the project will rest with Council.

B. Approve to close the surplus portion of the existing Council road corridor, within Lot 2 DP 810693, and acknowledge that the land vests as operational land with Council, to then be used in compensation.

C. Request that Crown Lands transfer Crown Road corridor, within Lot 2 DP 810693, to Council for the purposes of the Roads Act 1993 (NSW); with Council to then include part in the formal Cambalong Road corridor, as surveyed.

D. Approve to close the surplus portion of the former Crown Road, within Lot 2 DP 810693, and acknowledge that the land vests as operational land with Council, to then be used in compensation.

E. Approve transfer of ownership of the relevant closed road reserve sections to the owner of Lot 2 DP 810693 in compensation for the acquired land.

F. Authorise Council’s Chief Executive Officer (CEO) to approve the terms for acquisition and deliver compensation to the land owners for the land acquired, in accordance with provisions of the Roads Act 1993 (NSW) and the Land Acquisition (Just Terms Compensation) Act 1991 (NSW).

G. Authorise the CEO to execute all related documents.

Moved Councillor DavisSeconded Councillor Thaler

CARRIED

Record of Voting

Councillors For:

Councillors Against:

Councillor Davis, Councillor Elliott, Mayor Hanna, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Thaler and Councillor Williamson, Cr Higgins

Nil.

Notes

30 May 2025

Notifiable authorities have been emailed and Public published Monaro Post on Wednesday 4 June 2025 giving 28 days to submit any objections to closure of former crown road portion.

22 May 2025

Transfer of Crown Road to Council was gazetted May 2025. Council proceeding to close this portion for transfer in exchange as part compensation.

08 May 2025

Awaiting Gazettal of transfer of Crown Road portion to Council for closure and exchange in compensation.

03 Apr 2025

The Proposed Cambalong Rd Corridor Closure has been Notified to the Public and Notifiable Authorities, The transfer of the Crown Road portion to Council has been requested.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/03/2025	18/25	Manager, Built and Natural Environment	Infrastructure	21/04/2025	Outstanding

**Internal and Independent audit into investigations related to the former iron ore mine accessed from 298 Michalago Road**

**COUNCIL RESOLUTION**

**18/25**

That :

- A. the Audit, Risk & Improvement Committee be requested to urgently consider undertaking an independent audit into:
  - a. The quality and completeness of all investigations into complaints made related to dumping or placement of unapproved material(s) on the site of, and in the former iron ore mine, accessed from Michalago Road (at 298 Michalago Road).
  - b. The quality and completeness of the investigation into the pumping of mine water from the on to adjacent land, leading to flows into neighbouring dams and potentially into the local aquifers.
  - c. Whether formal notification to all relevant agencies of the complaints, allegations, scientific analysis results, and/or findings have been made in accordance with lawful obligations. For example, SafeWork NSW, Environment.
  - d. The Internal Auditor will report to Council as soon as possible, but not later than end of May 2025.
  - e. Funding for the audit will be made available from Council's audit budget. If additional funds are needed these will be sourced from the Unrestricted Cash Reserve. If the reserve is insufficient, funds will be allocated from the executive office.
  - f. Council immediately request support from and formally escalate the matter to the NSW EPA and Safework NSW.
- B. To assist ARIC and Council to conduct the audit, Council seek legal advice from a law firm with expertise in environmental and development law on:
  - a. the process undertaken by council to date with managing compliance with the development consent.
  - b. the most appropriate process forward for managing compliance with the development consent.
- C. A report come back for consideration at a council meeting when the advice is available.
- D. Funding for part B be provided from the existing compliance legal costs budget.
- E. Direct the CEO to appoint new staff to oversee the investigation.

**Moved Councillor Williamson Seconded Councillor Thaler CARRIED**

**Record of Voting**

**Councillors For:** Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Thaler and Councillor Williamson.

**Councillors Against:** Councillor Summers.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council		

**Notes**

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/03/2025	<b>23/25</b>	Infrastructure Engineer	Infrastructure	21/04/2025	Outstanding

**Matong Road Numbla Creek Bridge - Land Acquisition**

**COUNCIL RESOLUTION**

**23/25**

That Council;

- Approve to acquire land, being portions of Lot 4 DP 510379 (435.8m<sup>2</sup>) and Lot 145 DP 756701 (665.1m<sup>2</sup>), shown as Lots 53 and 54 in the Proposed Plan of Acquisition referenced JAS973, for purposes of road widening, under the *Roads Act 1993* (NSW), according to the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* (NSW); with acknowledgement that all costs relating to the project will rest with Council.
- Classify the land acquired, for purposes of road widening, will be operational land for the purposes of the *Local Government Act 1993* (NSW);
- Authorise the CEO to approve the payment of compensation and delivery of terms, agreed with the impacted landowners, for acquisition of the relevant land parcels, according to the *Land Acquisition (Just Terms Compensation) Act 1991* (NSW).
- Authorise the CEO to execute all documents necessary to implement the land acquisition and complete this project.

**Moved Councillor Davis****Seconded Councillor Thaler**

**CARRIED**

**Record of Voting**

**Councillors For:** Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Stewart, Councillor Thaler and Councillor Williamson.


**Councillors Against:** Councillor Rose.

**Notes**

**22 May 2025**

Surveyor had lodged plan of Acquisition / Subdivision - Registration of plan expected by end June 2025

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/03/2025	<b>26/25</b>	GIS Administrator	Strategy	21/04/2025	Completed
<b>Road Naming Proposal - New subdivision DA10.2022.307.1</b>					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

<b>COUNCIL RESOLUTION</b>	<b>26/25</b>
<p>That Council</p> <p>A. Endorse the road name Carleon Road to be lodged for pre-approval with the Geographical Names Board</p> <p>B. Endorse the name Carleon Road for public advertising for 28 days in the Monaro Post</p>	
<b>Moved Councillor Davis</b>	<b>Seconded Councillor Thaler</b>
<b>Record of Voting</b>	<b>CARRIED</b>
<b>Councillors For:</b>	<i>Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Thaler and Councillor Williamson.</i>
<b>Councillors Against:</b>	<i>Nil.</i>
<p><b>Notes</b></p> <p><b>30 Jun 2025</b> The road name proposal's final report recommending approval was moved back to the July 2025 Ordinary Council meeting agenda.</p> <p><b>28 May 2025</b> This road name proposal is in the 19th June Ordinary Council meeting agenda to be considered for approval.</p> <p><b>08 May 2025</b> No public feedback has been received in response to public notice of the proposal. The NSW Geographical Names Board has pre-approved the name.</p>	

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/03/2025	25/25	GIS Administrator	Strategy	21/04/2025	Completed
Road Name Proposal - DA10.2023.228.1					
COUNCIL RESOLUTION			25/25		
That Council					
A. Endorse the road name Acacia Place to be lodged for pre-approval with the Geographical Names Board					
B. Endorse the name Acacia Place for public advertising for 28 days in the Monaro Post					
Moved Deputy Mayor Hopkins			Seconded Councillor Davis		
CARRIED					
Record of Voting					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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**Councillors For:** Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Thaler and Councillor Williamson.

**Councillors Against:** Nil.

**Notes**

**30 Jun 2025**

The road name proposal's final report recommending approval was moved back to the July 2025 Ordinary Council meeting agenda.

**28 May 2025**

This road name proposal is in the 19th June Ordinary Council meeting agenda to be considered for approval.

**08 May 2025**

The NSW Geographical Names Board have pre-approved the proposal.

**08 May 2025**

No submissions have been received in response to public notice of the road name.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/03/2025	14/25	Chief Community Services	Community Services	21/04/2025	Outstanding

**Jindabyne Landfill Operations**

**COUNCIL RESOLUTION**

14/25

**Recommendation**

That Council:

- A. Authorise the CEO to undertake all necessary work to transition Jindabyne Landfill to a Transfer Station thereby preserving a local waste facility service for the wider Jindabyne community.
- B. Note the appointment of a dedicated internal project manager to oversee this essential project in consultation with the NSW Environment Protection Authority.
- C. Approve the utilisation of \$500,000 from the waste management internal reserves to ensure sufficient funding is available for the implementation of the interim transfer station solution, enabling Council to meet its regulatory obligations and ensuring continuity of service for residents and the local business community.
- D. Approve Council to seek grant opportunities through application to the Landfill Consolidation and Environmental Improvement Grants program, which closes 28 March 2025.
- E. The Mayor urgently seek a meeting with the Local Member Steve Whan to seek support and funding commitment for a long term solution for the Jindabyne Waste recovery centre.
- F. Direct the CEO to provide monthly reports to Council and the Community from April 2025, enabling Council oversight of matters relating to the progress of the project.



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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- G. Note that this interim solution will require commercial waste-to-landfill and recycling loads above one cubic metre to be transported to Cooma Landfill by customers.
- H. Seek written advice from the EPA and the advice to be provided to council as soon as possible.
- I. Feedback is sought from regular tip users / operators on potential solutions.

**Moved Mayor Hanna**

**CARRIED**

**Record of Voting**

*Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers and Councillor Williamson.*

*Councillors Against: Councillor Thaler.*

**Notes**

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/02/2025	39/25	Coordinator Strategy Development	Strategy	28/11/2025	Outstanding

**To Complete Business Case, Project Plan for Construction of Monaro Rail Trail**

**COUNCIL RESOLUTION**

**39/25**

That Council;

- A. Reinstate investigations into the feasibility and potential future delivery of the Monaro Rail Trail (MRT) Project into the Operational Plan and Delivery Program 2024 - 2027.
- B. Request the CEO to undertake a review of reports previously submitted to Council by consultants engaged by SMRC in partnership Queanbeyan-Palerang Regional Council (QPRC) and MRT Inc against the Office of Local Government's Capital Expenditure Guidelines and the NSW Government's rail trails guidance and report the results to Council.
- C. Fund any costs associated with the Capital Expenditure Guidelines review from Grant funds already allocated to the Monaro Rail Trail project and remaining in the 2024/25 budget.
- D. To write a letter of support to QPRC to support their grant application of construction of rail trail from Queanbeyan to Royalla.

**Moved Councillor Davis**

**Seconded Councillor Stewart**

**CARRIED**

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

#### Record of Voting

*Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Stewart and Councillor Summers.*

*Councillors Against: Councillor Rooney, Councillor Rose, Councillor Thaler and Councillor Williamson.*

#### Notes

##### 02 Jul 2025

The Recreation Planner position within the Strategic Planning Team whom would be responsible for this task has recently resigned from Council. There is no capacity within the remaining strategic planning team to undertake this work until the Recreation Planner role is filled. The role has been advertised, with interviews to commence shortly.

##### 29 May 2025

The Recreation Planner position within the Strategic Planning Team whom would be responsible for this task has recently resigned from Council. There is no capacity within the remaining strategic planning team to undertake this work until the Recreation Planner role is filled. The role will be advertised prior to the end of June 2025.

##### 08 May 2025

The Recreation Planner position within the Strategic Planning Team whom would be responsible for this task has recently resigned from Council. There is no capacity within the remaining strategic planning team to undertake this work until the Recreation Planner role is filled. The role will be advertised prior to the end of June 2025.

##### 07 May 2025

Resources have not been in place to undertake this work while developing the IP&R framework. Will review the capacity to undertake the resolved work and assess the available funding for the review of the documents against the capital expenditure guidelines., The project has been included in the unfunded list of projects in the delivery program so that it is still within the Council's IP&r suite.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/02/2025	22/25	Land & Property Officer	Infrastructure	30/05/2025	Outstanding

#### Divestment of Council Owned Office Building - Lot 1 SP 19973 - Berridale Community Services site

#### COUNCIL RESOLUTION

22/25

That Council;

- A. In line with Council's 2024/25 Budget program and delivery of financial sustainability recommendations, authorise the Chief Executive Officer (CEO) to offer the vacant former Community Services Office in Berridale, being Unit 1 at 74 Jindabyne Road BERRIDALE (Lot 1 SP 19973) for sale on the open market, through a real estate agent;

Date From:01/01/1900

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B. Authorise the CEO, to consult with agents to establish the market related sale price for Lot 1 SP 19973, and consult with councillors on and the agreed sale price prior to securing a sale.

C. Authorise the CEO to execute any documents required to complete the sale.

D. Receive a future report outlining a clear process and resourcing required to undertake a review of council’s property assets with future use or other opportunities identified in relation to those properties.

Moved Councillor Rose

Seconded Councillor Thaler

CARRIED

Record of Voting

Councillors For:

Councillors Against:

Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rose, Councillor Stewart, Councillor Summers, Councillor Thaler and Councillor Williamson.

Councillor Rooney.

Notes

09 Jun 2025

Contracts exchanged. Settlement scheduled for 11/7/25.

30 May 2025

Council has received and accepted an offer in excess of the original asking price and are awaiting return of the unconditional contract.

22 May 2025

Offer in excess of asking price has been received and accepted 22 May 2025 - Awaiting signed contract and full deposit.

08 May 2025

Marketing of property is underway with Belle Properties


03 Apr 2025

Real Estate Agency has been engaged for the sale of unit 1/74 Jindabyne Rd Berridale, A Sale Contract has been drafted by Council solicitors., Furniture has been removed and minor internal repairs are underway., It is anticipated that the marketing will commence in mid April 2025

12 Mar 2025


Land & Property have carriage of Item A - C:-Real Estate Agents have been selected and engaged. Investigations are underway regarding fire separation compliance. L&P are meeting with Council’s Building Compliance team this week for further guidance., Note: Item D will reside with Strategy/Assets.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/02/2025	21/25	Land & Property Officer	Infrastructure	30/06/2025	Outstanding
Water and Wastewater Land Acquisitions - Adaminaby Sewer Treatment Plant and Adaminaby Water Supply Facility					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<b>COUNCIL RESOLUTION</b>	<b>21/25</b>	
That Council;		
A. Proceed with acquisition of the following land, and interests in land, from the Crown, by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 (NSW) by authority contained in the Local Government Act 1993 (NSW) for the purposes of the Adaminaby Sewer Treatment Plant and Adaminaby Water Supply:		
i) proposed Lot 1 in Deposited Plan 1282211 (being part of folio 292/-/729876);		
ii) proposed Lot 3 in Deposited Plan 1282211 (being part of folio 291/-/729876);		
iii) proposed easement for right of access, marked A on Deposited Plan 1282211 (affecting folios 287/-/729870, 291/-/729876 and 292/-/729876);		
iv) proposed easement for water supply, marked B on Deposited Plan 1282211 (affecting folios 287/-/729870, 291/-/729876 and 292/-/729876);		
v) proposed easement for drainage of sewage, marked C on Deposited Plan 1282211 (affecting folios 287/-/729870, and 292/-/729876);		
vi) proposed easement for water supply over existing line of pipes (approximate position), marked D on Deposited Plan 1282211 (affecting folios 287/-/729870);		
B. Acknowledge that minerals are to be excluded from the acquisition;		
C. Acknowledge that the acquisition is not for the purpose of resale;		
D. Classify the acquired freehold land (proposed Lots 1 & 3 in DP 1282211) as operational land in accordance with section 31 of the Local Government Act 1993 (NSW);		
E. Make the necessary applications to the NSW Minister for Local Government and the NSW Governor to obtain consent for the stated land acquisition and interests;		
F. Authorise the CEO to sign any documentation required for the acquisition processes.		
Moved Councillor Davis	Seconded Councillor Summers	<b>CARRIED</b>
<b>Record of Voting</b>		
Councillors For:	Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers, Councillor Thaler and Councillor Williamson.	
Councillors Against:	Nil.	
<b>Notes</b>		
<b>30 May 2025</b>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

<p>Awaiting Draft PAN documents from Public Works</p> <p><b>22 May 2025</b> No further update</p> <p><b>08 May 2025</b> Crown have agreed to a negotiated compensation, saving Council from incurring Valuer General costs. Private valuation is underway. Awaiting Ministerial approval to issue PANs.</p> <p><b>03 Apr 2025</b> DPIE has confirmed no objection to the issue of a Proposed Acquisition Notice for the acquisition of land and easements., PAN will be issued in the coming weeks., Anticipate Gazettal by the end of June 2025</p> <p><b>12 Mar 2025</b> Historic Land Title Search has identified one existing Easement which will not require payment of compensation. Public Works Advisory will progress acquisition to Ministerial approval for the issue of PANs.</p>
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/02/2025	<b>51/25</b>	Community Development Planner and Projects Officer	Strategy	24/03/2025	Completed
<p><b>Extend the current membership of the SMRC Arts and Culture 355 Advisory Committee until 31 July 2025.</b></p> <p><b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>51/25</b></span></p> <p>That Council extend the current membership of the SMRC Arts and Culture 355 Advisory Committee, Sale Yards and Transit Facility, Open Space and Recreation Committee and Cemetery Committee until 31 July 2025.</p> <p><b>Moved Councillor Davis</b> <span style="margin-left: 100px;"><b>Seconded Councillor Thaler</b></span> <span style="margin-left: 100px;"><b>CARRIED</b></span></p> <p><b>Record of Voting</b></p> <p><i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rose, Councillor Stewart, Councillor Summers and Councillor Thaler.</i></p> <p><i>Councillors Against: Nil.</i></p>					
<p><b>Notes</b></p> <p><b>08 Jul 2025</b></p>					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council		

The final draft of the Arts, Culture & Heritage Strategy is at review stage, with a view to table at the August 2025 Council meeting to place on public exhibition for six weeks.

**08 May 2025**

Members will be offered the opportunity to review the draft Arts Culture and Heritage Strategy in mid-May.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/02/2025	<b>50/25</b>	Manager Water & Wastewater Operations	Infrastructure	24/03/2025	Outstanding
<b>Council reviews the decision from 2018 regarding recreational fishing in Lake Wallace</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>50/25</b></span> That Council reviews the decision from 2018 regarding recreational fishing in Lake Wallace.  <b>Moved Councillor Davis</b> <span style="margin-left: 100px;"><b>Seconded Councillor Elliott</b></span> <span style="float: right;"><b>CARRIED</b></span>  <b>Record of Voting</b> <i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins, Councillor Stewart and Councillor Summers.</i> <i>Councillors Against: Councillor Rose and Councillor Thaler.</i>					
<b>Notes</b>					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/02/2025	<b>48/25</b>	Coordinator Strategy Development	Strategy	24/03/2025	Completed
<b>Master Plan for Cooma CBD, town entrances, Cooma and Cooma Back creek riparian zones</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>48/25</b></span> That Council place in the Draft 2025 – 2027 Delivery and Operational Plan an action to seek grant funding for the development of Town Master Plans commencing with Cooma CBD, Town Entrances, Cooma Creek and Cooma Back Creek riparian zones through the town.  <b>Moved Councillor Davis</b> <span style="margin-left: 100px;"><b>Seconded Deputy Mayor Hopkins</b></span> <span style="float: right;"><b>CARRIED</b></span>					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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#### Record of Voting

*Councillors For:* Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Deputy Mayor Hopkins and Councillor Summers.  
*Councillors Against:* Councillor Rose, Councillor Stewart and Councillor Thaler.

#### Notes

##### 02 Jul 2025

This action item is identified within the draft Delivery Program as an unresourced pipeline project. Work programs for the Strategic Planning Team have been developed for the next four years and the team will be delivering at capacity.

##### 29 May 2025

This action item is identified within the draft Delivery Program as an unresourced pipeline project. Work programs for the Strategic Planning Team have been developed for the next four years and the team will be delivering at capacity.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
24/01/2025	8/25	Manager Infrastructure	Infrastructure	24/02/2025	Outstanding

#### 1 - Replacement of Water Reservoir

##### AMENDMENT

8/25

That the motion be amended to read:

- A. Note that the Cooma Snowy Reservoir construction is in the current delivery and operational plan and appropriate funding has been allocated.
- B. Seek State and/or Federal Government Funding to assist with replacing the water reservoir.

**Moved Councillor Davis**

**Seconded Councillor Higgins**

**CARRIED**


##### Record of Voting

*Councillors For:* Councillor Davis, Councillor Higgins, Deputy Mayor Hopkins, Councillor Rooney and Councillor Summers.  
*Councillors Against:* Councillor Elliott, Councillor Rose, Councillor Stewart, Councillor Williamson and Councillor Thaler.

##### Chair's Casting Vote

Upon the vote being put there was an equality of votes in favour of the motion and against the motion. In accordance with Council's code of meeting practice the Chair exercised her casting vote and voted in favour of the amendment which then became the Motion.

#### Notes

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		<b>SNOWY MONARO</b> REGIONAL COUNCIL
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
12/12/2024	<b>301/24</b>	Chief People Officer	Workforce	31/03/2025	Completed
<b>Staff Survey Briefing</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>302/24</b></span> <p>That councillors receive a full briefing about the staff survey that was completed in the last three months. This briefing should include a live online briefing from the survey company to discuss the results and how they compare with other councils or similar organisations.</p> <p><b>Moved Councillor Rose</b> <span style="margin-left: 100px;"><b>Seconded Councillor Thaler</b></span> <span style="margin-left: 100px;"><b>CARRIED</b></span></p> <p><b>Record of Voting</b>  <i>Councillors For: Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers, Councillor Thaler and Councillor Williamson.</i>  <i>Councillors Against: Nil.</i></p> <p><b>Notes</b>  <b>07 Feb 2025</b>  Mastertek has been engaged to undertake a workshop with the councillors. A date needs to be arranged for the session to be held.</p>					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
14/11/2024	<b>262/24</b>	Senior Project Manager	Infrastructure	16/12/2024	Outstanding
<b>Delivery Program Progress Report</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>262/24</b></span> <p>That Council note the delivery program progress report.</p> <p>That Council write to the local State Member to seek support for funding for the upgrades to the Bombala Arts and Culture Centre be retained by Council.</p> <p>That Council write to the local State Member to seek support in getting a resolution to the detailed design of the Jindabyne Town Centre to allow the toilet block upgrades to be undertaken.</p>					




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Moved Councillor DavisSeconded Councillor Summers

CARRIED

Record of Voting

Councillors For:Councillor Davis, Councillor Elliott, Mayor Hanna, Councillor Higgins, Councillor Rooney, Councillor Rose, Councillor Stewart, Councillor Summers, Councillor Thaler and Councillor Williamson.

Councillors Against:Nil.

Notes

03 Apr 2025

BOMBALA ARTS & INNOVATION CENTRE: Corporate Projects is awaiting advice from ELT as to whether Council will accept the results of the vaibility assessment conducted by the grant office., JINDABYNE TOWN CENTRE TOILETS: A design meeting was held on 2/12 with Civic Maintenance and Land & Property. The Project Management Framework (PMF) was issued to Civic Maintenance to complete before we progress the design. Corporate Projects awaits completion of the PMF.

03 Mar 2025

BOMBALA ARTS & INNOVATION CENTRE: The grant office has deemed the project non-viable due to a lack of interest from any commecial organization or community group. The grant funding has been rescinded and the project will no longer proceed., JINDABYNE TOWN CENTRE TOILETS: A design meeting was held on 2/12 with Civic Maintenance and Land & Property. The Project Management Framework (PMF) was issued to Civic Maintenance to complete before we progress the design. Corporate Projects awaits completion of the PMF. It is acknowledged that internal Operational resources are limited in terms diverting efforts towards PMF development

30 Jan 2025

BOMBALA ARTS & INNOVATION CENTRE: The grant office has deemed the project non-viable due to a lack of interest from any commecial organization or community group. The grant funding has been rescinded and the project will no longer proceed., JINDABYNE TOWN CENTRE TOILETS: A design meeting was held on 2/12 with Civic Maintenance and Land & Property. The Project Management Framework (PMF) was issued to Civic Maintenance to complete before we progress the design. Corporate Projects awaits completion of the PMF. It is acknowledged that internal Operational resources are limited in terms diverting efforts towards PMF development

03 Dec 2024

BOMBALA ARTS & INNOVATION CENTRE: the grant office has announced that they will undertake a viability review of this project and may or may not rescind the funding based on the outcome., JINDABYNE TOWN CENTRE TOILETS: a design meeting was held on 2/12 and the Project Management Framework will be completed for this to progress the design.

03 Dec 2024


No further action at this time.

Date From:01/01/1900

Date To:09/07/2025

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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/08/2024	214/24	Chief Community Services	Community Services	30/06/2025	Outstanding
Delegate Disadvantaged Housing - Lots 3-4 Sec 8 DP 758346					
COUNCIL RESOLUTION			214/24		
That Council:					
A. Defer a decision on Delegate disadvantaged housing Lots until November 2024.					
B. Provide a financial analysis as part of that report.					
Moved Councillor Stewart		Seconded Councillor Davis		CARRIED	
Record of Voting					
Councillors For:		Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.			
Councillors Against:		Nil.			
Notes					
08 May 2025					
Social housing futures intentions to be addressed in Community Services DP/OP.					
03 Apr 2025					
No further update					
28 Mar 2025					
Input from Finance and Community Services is required to determine the complete range of holding costs (including depreciation) and to provide data on the impact on Community Services wages and service levels if allocation to an external CHP is not pursued., Due to recent changes within the Community Services directorate, the scope of the "financial analysis" will need to be clarified., Note: The LG & CHP Guidelines are deemed essential in both the founding Deed of Agreement and the original Lease (on holding over) arrangement, under which Community Services began acting as the CHP during the BSC era. According to the guidelines: "(ii) Persons listed on public housing waiting lists are to be provided with the opportunity to apply for housing provided through the programme provided that in all instances priority is given to those persons in need who meet the eligibility criteria for accommodation, or unless otherwise directed by the Minister.", Social tenancy management at these premises to adhere with the LG & CHP Guidelines, irrespective of whether it is overseen by SMRC Community Services or an external CHP entity. The preference for selecting 'local' tenants only appears to contravene these guidelines and does not ensure a consistent equitable approach to social housing allocation, which the NSW Public Housing Register aims to uphold.					
13 Feb 2025					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council	

Input from Finance and Community Services is required to determine the complete range of holding costs (including depreciation) and to provide data on the impact on Community Services wages and service levels if allocation to an external CHP is not pursued., Due to recent changes within the Community Services directorate, the scope of the "financial analysis" will need to be clarified., Note: The LG & CHP Guidelines are deemed essential in both the founding Deed of Agreement and the original Lease (on holding over) arrangement, under which Community Services began acting as the CHP during the BSC era. According to the guidelines: "(ii) Persons listed on public housing waiting lists are to be provided with the opportunity to apply for housing provided through the programme provided that in all instances priority is given to those persons in need who meet the eligibility criteria for accommodation, or unless otherwise directed by the Minister.", Social tenancy management at these premises to adhere with the LG & CHP Guidelines, irrespective of whether it is overseen by SMRC Community Services or an external CHP entity. The preference for selecting 'local' tenants only appears to contravene these guidelines and does not ensure a consistent equitable approach to social housing allocation, which the NSW Public Housing Register aims to uphold.


**28 Nov 2024**

Due to recent changes within the Community Services directorate, the scope of the "financial analysis" will need to be clarified., Note: The LG & CHP Guidelines are deemed essential in both the founding Deed of Agreement and the original Lease (on holding over) arrangement, under which Community Services began acting as the CHP during the BSC era. According to the guidelines: "(ii) Persons listed on public housing waiting lists are to be provided with the opportunity to apply for housing provided through the programme provided that in all instances priority is given to those persons in need who meet the eligibility criteria for accommodation, or unless otherwise directed by the Minister.", Social tenancy management at these premises to adhere with the LG & CHP Guidelines, irrespective of whether it is overseen by SMRC Community Services or an external CHP entity. The preference for selecting 'local' tenants only appears to contravene these guidelines and does not ensure a consistent equitable approach to social housing allocation, which the NSW Public Housing Register aims to uphold.

**31 Oct 2024**

Report Included for November Council Meeting

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/08/2024	212/24	Senior Project Manager	Infrastructure	16/09/2024	Outstanding
Jindabyne Shared Trail - East Jindabyne Easement Acquisition					
COUNCIL RESOLUTION			212/24		
That					
A. Council proceed to acquire the following interest by agreement under the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 and by authority contained in the Local Government Act 1993 for the purposes of the Jindabyne Shared Trail project for a right of carriageway for shared trail over part of Lot 24 Deposited Plan 1089304 measuring approximately 160 sq.m, subject to registered plan of acquisition					
B. Minerals are to be excluded from this acquisition					
C. The acquisition is not for the purpose of resale					
D. Compensation of \$79,500 exc. GST be paid out of existing grant funds to the landowners for the acquisition of the right of carriageway over their land					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

<b>Moved Councillor Mitchell</b>	<b>Seconded Councillor Davis</b>	<b>CARRIED</b>
<b>Record of Voting</b> <i>Councillors For: Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.</i> <i>Councillors Against: Nil.</i>		
<b>Notes</b> <b>03 Apr 2025</b> Amendments to the easement terms have been submitted to the landowner to ensure there is no gratuitous liability to Council. <b>03 Mar 2025</b> Acquisition is progressing though not yet finalized. <b>30 Jan 2025</b> Acquisition is progressing though not yet finalized. <b>29 Nov 2024</b> PWA still working through easements acquisition process with the landowner. <b>25 Oct 2024</b> Easement acquisition progressing well. Acquisition costs are covered by the grant.		

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/08/2024	<b>211/24</b>	Manager Resource & Waste Services	Community Services	20/06/2025	Outstanding
<b>Changes to Delegate Bin Enclosure and Hours of Operation of Transfer Station</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>211/24</b></span> That Council: A. Approve the caged bin enclosure outside of the Delegate Transfer Station be transformed into a locked Bank of Bins. B. Approve the change in hours of operation at the Delegate Transfer Station. C. If further changes to hours are made, a discussion with the community be conducted and a report brought back to Council for a decision.					
<b>Moved Councillor Stewart</b>	<b>Seconded Councillor Mitchell</b>	<b>CARRIED</b>			

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<b>Record of Voting</b>	Councillors For: Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.  Councillors Against: Nil.
<b>Notes</b> <b>07 Nov 2024</b> 7 Nov 2024, Project 80% complete. Remainder of projected to be completed by mid-December.	

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/08/2024	219/24	GIS Administrator	Strategy	31/12/2025	Outstanding

<b>Approval proposed road name Speargrass Lane for formalisation</b>					
<b>COUNCIL RESOLUTION</b>			<b>219/24</b>		
That Council approve the road name Speargrass Lane for formalisation by the Geographical Names Board on completion of the subdivision at Karinya Plains Road Michelago.					
<b>Moved Councillor Mitchell</b>		<b>Seconded Councillor Davis</b>		<b>CARRIED</b>	
<b>Record of Voting</b>	Councillors For: Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.  Councillors Against: Nil.				
<b>Notes</b> <b>30 Jun 2025</b> No further update. <b>30 May 2025</b> No further update. <b>08 May 2025</b>					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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No further update.

**28 Mar 2025**

No further update.

**13 Feb 2025**

No action required. On completion of the subdivision SMRC will go to the Geographical Names Board to gazette the new road names.

**02 Dec 2024**

No further action until subdivision certificate issued.

**02 Dec 2024**

No update.

**31 Oct 2024**

Approved for formalisation with the Geographical Names Board by Council at the ordinary Council meeting on 15th August 2024. The road name will be formalised when the subdivision certificate is issued after completion of construction.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/08/2024	<b>218/24</b>	GIS Administrator	Strategy	31/12/2025	Outstanding

**Approval for four proposed road names - 167 Yallakool Road subdivision**

**COUNCIL RESOLUTION**

**218/24**

That Council approves the road name proposal, for Themeda, Dianella, Poa and Swainsona Close, for the subdivision DA10.2010.02000046.1 at 167 Yallakool Road Cooma to be gazetted by the Geographical Names Board on completion of the current stage of the subdivision.

**Moved Councillor Mitchell**

**Seconded Councillor Davis**

**CARRIED**

**Record of Voting**


*Councillors For: Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.*

*Councillors Against: Nil.*

**Notes**

**30 Jun 2025**

No further update.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

**28 May 2025**

No further update.

**08 May 2025**

No further update.

**28 Mar 2025**

No further update.

**13 Feb 2025**

No further action until subdivision certificate is issued, at which time SMRC will go to the Geographical Names Board to gazette the new road names.

**02 Dec 2024**

No further action until subdivision certificate issued.

**02 Dec 2024**

No update.

**31 Oct 2024**

Approved for formalisation with the Geographical Names Board by Council at the ordinary Council meeting on 15th August 2024. The roadname will be formalised when the subdivision certificate is issued after completion of construction. This action is now complete with Item 9.3.4 from the 15th August 2024 Council meeting tracking process for this road naming proposal.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/08/2024	<b>217/24</b>	GIS Administrator	Strategy	31/12/2025	Outstanding

**Approval for gazettal of the road name Anderson Street**

**COUNCIL RESOLUTION**

**217/24**

That Council approve the name Anderson Street to be gazetted with the Geographical Names Board on completion of stage 10 of the Highview subdivision in Jindabyne.

**Moved Councillor Mitchell**

**Seconded Councillor Davis**

**CARRIED**

**Record of Voting**

*Councillors For: Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.*


*Councillors Against: Nil.*

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

Notes

30 Jun 2025

No further update.

28 May 2025

No further update.

08 May 2025

No further update.

28 Mar 2025

The developer has contacted Council with an update on construction noting completion is approaching. The proposal is fully approved and needs only to be progressed to gazettal with the NSW Geographical Names Board when a subdivision certificate is issued.

13 Feb 2025

No further action until the subdivision is complete, Construction is continuing. On completion SMRC will go to the Geographical Names Board to gazette the new road names.

02 Dec 2024

No further action until subdivision certificate issued.

02 Dec 2024

No update.

31 Oct 2024

Approved for gazettal with the Geographical Names Board by Council at the ordinary Council meeting on 15th August 2024. The road name will be formalised when the subdivision certificate is issued after completion of construction.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/07/2024	205/24	Supervisor Civic Maintenance	Community Services	19/08/2024	Outstanding

Policy to Support Community Groups to Partner with Council on Civic Maintenance Projects

COUNCIL RESOLUTION

205/24


That Council simplify the process, approval forms and fees and charges, for Community groups and service clubs who are willing to partner with Council to undertake maintenance and renewal projects within Council’s civic maintenance program, inclusive of projects to pick up litter.

Moved Councillor Davis

Seconded Councillor Mitchell

CARRIED



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<b>Record of Voting</b> <b>Councillors For:</b> Councillor Beer, Councillor Davis, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell. <b>Councillors Against:</b> Nil.
<b>Notes</b> <b>12 Feb 2025</b> No further progress. PS <b>02 Dec 2024</b> his Policy stance is broader than Civic Maintenance and needs to be incorporated in a stand alone volunteer policy. Perceived barriers are set by WHS ACT currently. Discussion ongoing <b>07 Nov 2024</b> This Policy stance is broader than Civic Maintenance and needs to be incorporated in a stand alone volunteer policy. Perceived barriers are set by WHS ACT currently. Discussion ongoing <b>31 Jul 2024</b> Noted. Policy to be developed.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/06/2024	170/24	Coordinator Strategy Development	Strategy	30/09/2025	Completed


<b>Renewable Energy Transition</b> <b>COUNCIL RESOLUTION</b>	<b>170/24</b>
That Council: A. Review, update and return to Council, the current SMRC Sustainable Business Development Policy to: <input type="checkbox"/> Demonstrate Councils resolve to support the community to manage climate change <input type="checkbox"/> Lead by example <input type="checkbox"/> Be prepared for forthcoming grant opportunities B. In updating the policy, consider an encompassing solar panels in the planning and development process of its internal maintenance and capital projects on built or other suitable assets C. Leverage the Toward Zero officer of the CRJO in the first instance to access advice, resources and grant pathways to progress this, and pursue other grant opportunities as they arise.	

Date From:01/01/1900

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IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

Moved Councillor Summers	Seconded Deputy Mayor Higgins	CARRIED
<div>Record of Voting</div> <div>Councillors For:Councillor Beer, Councillor Davis, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Summers and Councillor Mitchell.</div> <div>Councillors Against:Councillor Frolich and Councillor Williamson.</div>		
<div>Notes</div> <div>02 Jul 2025</div> <div>This work is not identified within the current Operational Plan year of 2025-2026, nor the 2025-2029 Delivery Program. Currently, the Strategy development team is operating at capacity.</div> <div>29 May 2025</div> <div>This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.</div> <div>07 May 2025</div> <div>This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.</div> <div>03 Apr 2025</div> <div>This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.</div> <div>07 Mar 2025</div> <div>This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.</div> <div>12 Feb 2025</div> <div>This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.</div> <div>02 Dec 2024</div> <div>No further action.</div> <div>19 Nov 2024</div> <div>This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.</div> <div>04 Nov 2024</div>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council	

This work is not identified within the current Operational Plan year of 2024-2025. In planning for the 2025-2029 Delivery Program, Strategy Development will review priorities for the organisation and resources available before committing to this work. Currently, the Strategy development team is operating at capacity.

**04 Nov 2024**

Resources are not currently allocated to undertake this task. The focus has been on identifying what tasks that were already committed to in the Delivery/Operational Plan to be completed as the priority. Several items were in the plan to be undertaken by the Economic Development team, which are now having to either be not done or included within the Strategy Team's workload if other projects are not occurring.

**02 Aug 2024**

Resources have not been available to undertake the assessment of the workload to carry out this unplanned activity or identify options for activities to be removed to allow for completion of this resolution.

**28 Jun 2024**

This is a new action which resources have not been allocated to in the operational plan or budget. An assessment will be undertaken of the resources needed to complete the project and to identify what other projects or activities may be able to be stopped to allow the policy review to be undertaken.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/06/2024	157/24	Coordinator Strategy Development	Strategy	31/12/2025	Outstanding

**Motion**

**COUNCIL RESOLUTION**

**157/24**

That Council;

- A. Receive and note the feedback received during the exhibition period,
- B. Adopt the Active Transport Plan with the recommended changes, excluding the component pertaining to Bredbo and Council to hold a meeting with the Bredbo Community Association and Bredbo businesses, with the results to come back to Council for consideration for its inclusion back into the plan.
- C. Include provision for a special rate variation to fund the increased service levels desired by the community in the delivery plan and long term financial plan.


**Moved Councillor Davis Seconded Deputy Mayor Higgins**

**CARRIED**

**Record of Voting**

**Councillors For:** Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Johnson, Councillor Stewart, Councillor Summers and Councillor Mitchell.

**Councillors Against:** Councillor Hopkins and Councillor Williamson.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

**Notes**

**02 Jul 2025**

The Recreation Planner position within the Strategic Planning Team whom would be responsible for this task has recently resigned from Council. There is no capacity within the remaining strategic planning team to undertake this work until the Recreation Planner role is filled. The role has been advertised, with interviews being undertaken shortly.

**29 May 2025**

The Recreation Planner position within the Strategic Planning Team whom would be responsible for this task has recently resigned from Council. There is no capacity within the remaining strategic planning team to undertake this work until the Recreation Planner role is filled. The role will be advertised prior to the end of June 2025.

**08 May 2025**

The Recreation Planner position within the Strategic Planning Team whom would be responsible for this task has recently resigned from Council. There is no capacity within the remaining strategic planning team to undertake this work until the Recreation Planner role is filled. The role will be advertised prior to the end of June 2025.

**03 Apr 2025**

The recreation planner position is vacant. This task will put put on hold until the position is filled

**12 Mar 2025**

Consultation with the Bredbo community will take place in the 24/25 financial year.

**07 Mar 2025**

Further consultation with the Bredbo community will be planned in the 24-25 financial year

**02 Dec 2024**

No consultation undertaken to date.

**29 Oct 2024**

Further consultation with the Bredbo community will be planned in the 24-25 financial year

**31 Jul 2024**

Further consultation with the bredbo community will take place prior to the end of the 2024 Calendar year

**01 Jul 2024**

Further consultation will be planned for the Bredbo community prior to the end of the 2024 calendar year.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/05/2024	130/24	Chief Community Services	Community Services	17/06/2024	Outstanding
<b>Snowy River Hostel Expression of Interest (Update)</b>					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

COUNCIL RESOLUTION130/24

That Council continue discussions with interested parties over the next two months to seek a direction forward.

Moved Councillor Davis

Seconded Councillor Summers

CARRIED

Record of Voting

Councillors For:Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.

Councillors Against:Nil.

Notes

04 Apr 2025

Stephen Dunshea and Tony Murray met with Angie Ingram (Cooma Challenge) and Cheryl Mould (Berridale Community) to progress discussions. It was agreed that SMRC would provide details on how a leasing arrangement for the site might work. Included in this work will be a valuation of the site(s) by a Registered Valuer.

12 Feb 2025

No further progress. PS

28 Nov 2024

This is not yet completed. A report is to come back Council early in 2025 to advise of the pathway forward.

07 Nov 2024

Tony Murray, Chief of Community Service, and John Gargett, a/g Chief of Infrastructure and Projects, met with Angie Ingram (Cooma Challenge) on 9 October 2024 to progress their proposal. More work is needed to determine the best use of this facility. JG

01 Aug 2024

Meetings have occurred with respondents with the new date for resubmission being 30 August 2024. The Berridale Community Group are to be notified by email as to the updated timeframe.

01 Jul 2024

Meetings have been booked for week 1 July 2024 with respondents to discuss EOI criteria. Previous meetings had been booked although were cancelled due to COVID.

04 Jun 2024


Meetings have been booked in to further discuss in June 2024.

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council



SNOWY MONARO

REGIONAL COUNCIL


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	92/24	Manager Infrastructure	Infrastructure	20/05/2024	Outstanding
John Connors Oval Lighting - Jindabyne					
COUNCIL RESOLUTION			92/24		
That Council accept the allocation of \$85,000 of Local Roads and Community Infrastructure Program funding to contribute towards the upgrade of John Connors Oval light towers.					
Moved Councillor Davis		Seconded Councillor Frolich	CARRIED		
Record of Voting					
Councillors For:		Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.			
Councillors Against:		Nil.			
Notes					
12 Mar 2025					
No further update					
12 Feb 2025					
No further action. ZCB					
02 Dec 2024					
Funding secured through LRCIP. Confirmation of timeframes with contractor, Confirmation to be confirmed before Xmas. Z CB					
31 Oct 2024					
GeoTech Engineers Report was required to be commissioned, report has been received and forwarded to pole suppliers for approval. Commencement of installment of footings to commence within receiving pole suppliers Engineer's approval. JG.					
31 Jul 2024					
LRCIP funding application has been submitted - seeking \$85,000 allocation for this project element.					
01 Jul 2024					
Funding application to be submitted.					
11 Jun 2024					
Council is assisting the main grant holder to confirm approval requirements, as well as consulting with Optus regarding works in close proximity to the Optus Tower.					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT


Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

02 May 2024

Work program for the LRCIP Grant is currently being completed for submission so the funding can be attributed., Discussions to take place with the Rugby Union club holding the lighting grant to confirm timeframes.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	88/24	Land & Property Officer	Infrastructure	31/08/2025	Outstanding
Bunyan Quarry Land Acquisition - Crown Land Lots 159, 160 & 161 DP 724552					
COUNCIL RESOLUTION			88/24		
That Council					
A. Acquire the following land by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 (NSW) by authority contained in the Local Government Act 1993 (NSW) for the purposes of the Bunyan Quarry:					
i) Lots 159, 160 & 161 in Deposited Plan 724552;					
B. Proceed with the necessary applications to the NSW Minister for Local Government and the NSW Governor to acquire Lots 159, 160 & 161 in Deposited Plan 724552;					
C. Acknowledge that minerals are to be excluded from the acquisition;					
D. Acknowledge that the acquisition is not for the purpose of resale;					
E. Classify the acquired land (Lots 159, 160 & 161 DP 724552) as operational land in accordance with the Local Government Act 1993 (NSW);					
F. Authorise the CEO to sign any documentation required for the acquisition process.					
Moved Councillor Davis		Seconded Councillor Frolich		CARRIED	
Record of Voting					
Councillors For:		Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.			
Councillors Against:		Nil.			
Notes					
30 May 2025					
Awaiting publication of Gazette notice - Land Acquisition					
22 May 2025					
No further update					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<p><b>08 May 2025</b> PANs were issued 16 April 2025</p> <p><b>03 Apr 2025</b> Anticipate issue of PANs within April and Gazettal by end of June 2025</p> <p><b>31 Jan 2025</b> Project still on track with an updated gazettal date estimated for April 2025.</p> <p><b>15 Jan 2025</b> No further update at this stage</p> <p><b>04 Dec 2024</b> Update from PWA now anticipates Gazettal in April 2025</p> <p><b>28 Nov 2024</b> No further update at this time. We are still anticipating Gazettal of the acquisition by February 2025</p> <p><b>29 Oct 2024</b> Anticipate Gazettal of Land Acquisition by February 2025</p> <p><b>31 Jul 2024</b> No further update at this point.</p> <p><b>02 Jul 2024</b> Application submitted to OLG to obtain Minister's consent to acquisition – pending receipt of consent/approval</p> <p><b>04 Jun 2024</b> Public Works have submitted an application to OLG to obtain Minister's consent to the land acquisition – pending receipt of consent/approval</p> <p><b>23 Apr 2024</b> Public Works Advisory (PWA) has carriage of the land acquisition. Proposed Acquisition Notices will be issued in the coming months.</p>
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	87/24	Manager Infrastructure	Infrastructure	20/05/2024	Outstanding
<b>Acceptance of Funding under the NSW Government Country Passenger Transport Infrastructure Grants Scheme - Round 2</b>  <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>87/24</b></span>  That Council A. Endorses the delivery of bus shelters funded under CPTIGS Round 2 for inclusion into Councils 23/24 Delivery and Operational Plan. B. Ensure a second round of information be communicated to affected business holders before construction takes place.					



Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:

Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

Moved Deputy Mayor Higgins

Seconded Councillor Johnson

CARRIED

Record of Voting

Councillors For: Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.

Councillors Against: Nil.

Notes

12 Mar 2025

On hold due to resourcing. ZCB

12 Feb 2025

Still on hold due to resourcing issues. ZCB

29 Oct 2024

Action currently 'on-hold' until New Year. Primarily due to recent staff departures

31 Jul 2024

No further update.

02 Jul 2024

Staff sick leave during the month of June has prevented any further action on this item. Staff seeking alternative dates for display of bus shelters and consultation with local businesses.

04 Jun 2024

Project team looking for a suitable date/time to display the bus shelters at Highdale carpark and to engage with the community (school children) to agree what configuration bus shelters will be installed in i.e. all together or separated as dictated by bus bays.

01 May 2024

Funding acceptance letter signed by CEO and sent to CPTIGS R2 funding authority. Second round of community consultation will commence week starting 13 May.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	100/24	Coordinator Land & Property	Infrastructure	30/06/2025	Outstanding

Disposal of Council Land

COUNCIL RESOLUTION


100/24

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council



SNOWY MONARO  
REGIONAL COUNCIL

To support Council’s reform programs, delivery of financial sustainability recommendations and safety improvements:

A. Subdivide 8 North Street Cooma – Lot 3 DP 226204 into two lots and 66-68 Wangie Street Cooma – Lot 9 DP246089 into two lots, subject to final investigation of below ground infrastructure placement;

B. Budget \$150,000 for the 2024-2025 budget to cover subdivision and land sale costs for the two parent lots;

C. Authorise the Chief Executive Officer (CEO) to execute any document necessary to complete the subdivision process, and any related easement creation as/if required;

D. Authorise the Chief Executive Officer (CEO) to place the identified land on North Street & Wangie Street Cooma, either as newly created lots or ‘as is’ pending existing below ground infrastructure constraints, on the market for sale.

E. If there is a requirement to borrow, including the option of externally, up to 80% of a certified valuers evaluation, that a report be brought back to Council.

Moved Councillor Mitchell

Seconded Councillor Hopkins

CARRIED

Record of Voting

Councillors For:

Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.

Councillors Against:

Nil.

Notes

09 Jun 2025

Wangie St - Offer received & accepted on the holding and the contract exchange process has been initiated., North St - Stormwater design for subdivision in progress, in consult with SHL (neighbouring land owner).

08 May 2025

Wangie St - Updated 10.7 certificate pending from Planning for sale contract release., North St - Stormwater Design quote received from Surveyor. Subdivision design underway.

03 Apr 2025

66 Wangie street will be listed for sale from April 2025. This land will be sold as a single lot., DA for the subdivision of 8 North St is underway pending definitive storm water relocation / construction guidance from Engineer and Surveyor.

31 Jan 2025

Subdivision process timeline and costing investigations are underway

28 Nov 2024

Workflowed into Land & Property task schedule for action in 2025.

28 Nov 2024

Workflowed into Land & Property task schedule for action in 2025.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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**26 Jul 2024**

This action has been added to the draft Operational Plan 2024-2025 for Council's Land and Property team to action.

**24 Jun 2024**

This action has been added to the draft Operational Plan 2024-2025 for Council's Land and Property team to action.


**20 May 2024**

This action has been added to the draft Operational Plan 2024-2025 for Council's Land and Property team to action.

**01 May 2024**

This action has been added to the draft Operational Plan 2024-2025 for Council's Land and Property team to action.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	<b>110/24</b>	Senior Project Manager	Infrastructure	20/05/2024	Outstanding
<b>Council to Progress to a Grant Application for Construction of Monaro Rail Trail - Stage 1 - Cr Davis</b>  <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>110/24</b></span>  That Council: <ul style="list-style-type: none"> <li>A. Apply for a "Regional Precincts Partnership Program" (RPPP) Federal Government grant or similar type grant by December 15, 2024 (separately or jointly with QPRC) to engage an independent consultant to undertake a business case on the Monaro Rail Trail project from Queanbeyan to Bombala.</li> <li>B. Engage a project manager for the Bombala section of the MRT project funded by the Federal "Investing in Our Communities" grant. Selection of the project manager will be based upon previous experience in successfully constructing rail trails. Learnings and associated project management policy, procedures and work practices should be documented and leveraged into future MRT stages.</li> </ul> <b>Moved Councillor Davis</b> <span style="margin-left: 100px;"><b>Seconded Councillor Mitchell</b></span> <span style="margin-left: 100px;"><b>CARRIED</b></span>  <b>Record of Voting</b> <i>Councillors For:</i> Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell. <i>Councillors Against:</i> Nil.					
<b>Notes</b> <b>03 Apr 2025</b> Contamination sampling and report is complete. Based on the results the contamination consultant has deemed the site suitable for the proposed works. Design has been altered so as to avoid any impact on the station precinct. REF to be finalized for submission.					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

**03 Mar 2025**

Contamination sampling has been undertaken, results of which are the final item required for the REF.

**30 Jan 2025**

All sub-consultant reports have been issues to the environmental planner for preparation of the REF (Review of Environmental Factors).

**02 Dec 2024**

Draft Heritage Assessment has been reviewed. Contamination and Environmental Assessment are nearly complete for REF (Review of Environmental Factors), which is expected to be complete in December 2024. Project team has been liaising with TfNSW and UGL regarding the license and lease for the rail corridor.

**25 Oct 2024**

Contamination Assessment, Heritage Assessment, and Environmental Assessment are all underway. Draft REF (Review of Environmental Factors) due in December 2024.

**31 Jul 2024**

A. Work on the scope and planning of the business case has started. , B. Engagement of a Project Manager would occur as the project nears construction stage in quarter 2 next year but will likely be more expensive than managing the project within council meaning there will be less money available to construct the actual trail resulting in the likelihood it will be a shorter length.

**01 Jul 2024**

A. Work on the scope and planning of the business case will start in July 2024., B. Engagement of a Project Manager would occur as the project nears construction stage in quarter 2 next year but will likely be more expensive than managing the project within council meaning there will be less money available to construct the actual trail resulting in the likelihood it will be a shorter length.

**30 May 2024**

A. Work on the scope of the business case has not yet started., B. Funding agreement not yet finalised.

**30 Apr 2024**

A. Work on the scope of the business case has not yet started., B. Funding agreement not yet finalised.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	105/24	Senior Project Manager	Infrastructure	20/05/2024	Outstanding
Bombala Arts and Innovation Centre (8-12 Wellington Street) - future direction for site					
COUNCIL RESOLUTION			105/24		
That Council proceed with spending the existing funding to undertake highest priority works on the building.					
Moved Councillor Hopkins		Seconded Councillor Mitchell		CARRIED	
Record of Voting					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

Councillors For:Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Stewart, Councillor Summers and Councillor Mitchell.

Councillors Against:Councillor Johnson and Councillor Williamson.

Notes

03 Apr 2025

Corporate Projects is awaiting advice from ELT as to whether Council will accept the results of the vaibility assessment conducted by the grant office.

30 Jan 2025

The grant office has deemed the project non-viable due to a lack of interest from any commecial organization or community group. The grant funding has been rescinded and the project will no longer proceed.

29 Nov 2024

Awaiting outcome of GMO's viability assessment.

25 Oct 2024

The grant office have advised Council that they will be carrying out a feasibility assessment of this project to determine whether grant funding will be withdrawn.

23 Jul 2024

No further update.

18 Jun 2024

Discussions continuing with Funding body to secure funding deed to allow works to commence

17 May 2024

Discussions ongoing with grant office to gain a signed funding deed to commence works as agreed

01 May 2024

Reassigned to appropriate area for action.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/04/2024	102/24	GIS Administrator	Strategy	31/12/2025	Outstanding

Road Naming - Approve Higgins, Hyles and Try for Berridale subdivision

COUNCIL RESOLUTION


102/24


That the road names proposed under DA10.2021.382.1, being Higgins Circuit, Hyles Street and Try Street be approved for gazettal by the Geographical Names Board.

Moved Councillor Davis

Seconded Councillor Frolich

CARRIED

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025		<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL	
		<b>Committee:</b> Ordinary Council		
<b>Record of Voting</b>				
<b>Councillors For:</b>		<i>Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.</i>		
<b>Councillors Against:</b>		<i>Nil.</i>		
<b>Notes</b>				
<b>30 Jun 2025</b>				
No further update.				
<b>28 May 2025</b>				
No further update.				
<b>08 May 2025</b>				
No further update.				
<b>28 Mar 2025</b>				
No further update.				
<b>13 Feb 2025</b>				
No further update as there is no current progress on the subdivisions development.				
<b>02 Dec 2024</b>				
No further update.				
<b>02 Dec 2024</b>				
No update.				
<b>31 Oct 2024</b>				
No further update.				
<b>29 Jul 2024</b>				
No further update.				
<b>28 Jun 2024</b>				
No further update.				
<b>05 Jun 2024</b>				
No further update.				
<b>30 Apr 2024</b>				
No further action required until the roads are publicly accessible at which time it will be forwarded to the Geographical Names Board for gazettal.				


<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025		<b>IN-PROGRESS ACTIONS REPORT</b>		 <b>SNOWY MONARO</b> REGIONAL COUNCIL	
		<b>Committee:</b> Ordinary Council			
Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/03/2024	55/24	GIS Administrator	Strategy	31/12/2025	Completed
<b>Approval of Mountainside Stage 1 Road Names</b> <b>COUNCIL RESOLUTION</b> <span style="float: right;">55/24</span> That Council approve stage 1 road names of Mountainside, Traverse and Sidecut for the Mountainside subdivision in Jindabyne.  <b>Moved Councillor Stewart</b> <span style="margin-left: 100px;"><b>Seconded Councillor Mitchell</b></span> <span style="margin-left: 100px;"><b>CARRIED</b></span>  <b>Record of Voting</b> <i>Councillors For:</i> Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell. <i>Councillors Against:</i> Nil.					
<b>Notes</b> <b>28 May 2025</b> The subdivision stage is complete and the roads are now publicly accessible. The roadname gazettal process has begun. <b>08 May 2025</b> No further update. <b>28 Mar 2025</b> No further update. <b>13 Feb 2025</b> No further update. Subdivision is still in construction. On completion SMRC will go to the Geographical Names Board to gazette the new road names. <b>02 Dec 2024</b> No further action. <b>02 Dec 2024</b> No update. <b>31 Oct 2024</b> No further update. <b>29 Jul 2024</b> No further update.					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONAROREGIONAL COUNCIL

28 Jun 2024

No further update.

05 Jun 2024

No further update

30 Apr 2024

No further action required until the subdivision is complete and registered.

28 Mar 2024

Approved by Council. Next step is to gain final approval by the Geographical Names Board. After this time period to gazettal depends on completion of the sub-division by the developers. Current estimate by SMRC Development Engineers is end of 2024.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/03/2024	75/24	Coordinator Public Health & Environment	Community Services	22/04/2024	Outstanding

Cmnt Legal Matters

COUNCIL RESOLUTION75/24

That Council seeks to recover the outstanding amount by proceeding with Option 1 as outlined in the report.

Moved Councillor SummersSeconded Councillor MitchellCARRIED

Record of Voting

Councillors For:Councillor Beer, Mayor Hanna, Deputy Mayor Higgins, Councillor Johnson, Councillor Summers and Councillor Mitchell.

Councillors Against:Councillor Davis, Councillor Frolich, Councillor Stewart and Councillor Williamson.


Notes

07 Jul 2025

Correspondence from Trustee for the bankrupt estate of the Cmunts was advised by their lawyers that they have spoken to Mrs Cmnt and she confirmed; 1. They have been served with the Court documents., 2. They will attend Federal Circuit and Family Court of Australia on 17 July., 3. The Cmnt’s dispute the claim in its entirety. However have provided no grounds for their dispute., 4. The Cmnt’s are content for the Court to determine the dispute., 5. The Cmnt’s claim to not have the resources to engage a solicitor and do not intend to do so.

05 Jun 2025



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		<b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council		

On 16 May 2025 an application was filed with the Federal Circuit and Family Court of Australia. , On 19 May 2025 the Court accepted the application., The initial hearing date was set by the Court to be 17 July 2025, at 1100 hours.

**05 May 2025**

No update further update.

**14 Mar 2025**

Affidavits have been finalised in the matter and are now ready for submission to the court.

**13 Feb 2025**

07 February 2025 -The matter remains with legal Counsel who are preparing documents for action. Update request sent to SlavenTorline seeking advice on a timeline for legal proceedings in this matter. , - MR

**28 Nov 2024**

The matter is now with legal Counsel who are drafting documents for action.

**17 Oct 2024**

Deed of Indemnity has been signed and executed by both Council and SlavenTorline in accordance with Council's resolution., SlavenTorline have now issued instructions to CLH to draft the claim pursuant to section 121 of Bankruptcy Act 1996 and to brief legal counsel on the matter.

**24 Jul 2024**

No further update.

**28 Jun 2024**

Funding deed has been reviewed and the information provided is now consistent with Council's resolution. A fully signed copy of the deed will be available in the coming weeks.

**24 May 2024**

Received a copy of Funding Deed from Trustee. The Deed is being reviewed to ensure it meets Council resolution in this matter.

**01 May 2024**

No further update.

**11 Apr 2024**

Direction has been given to Slaven Torline to prepare a a funding agreement in keeping with Council's resolution. This will be prepared and submitted for consideration in the coming weeks.

**03 Apr 2024**

Slavin and Toreline (Trustee for the Cmunts bankrupt estate) have been advised in writing that Council has resolved to proceed.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/11/2023	301/23	Chief Community Services	Community Services	28/06/2024	Outstanding
<b>Divestment of Snowy River Hostel</b>					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

COUNCIL RESOLUTION301/23

That Council:

A. Close the Snowy River Hostel residential aged care service at 5pm Thursday 28 March 2024.

B. Ensure satisfactory support arrangements are in place to assist Hostel residents find new accommodation.

C. Issue an Expression of Interest to organisations to repurpose the facility to provide short term respite care (or similar type services) and outlining how this can be achieved.

D. A report recommending a ‘best fit’ provider and/or options come back to the March 2024 Council meeting.

E. Following identification of a preferred provider, Council commit to apply for Federal transition funding to bring the building to fit for purpose standard.

F. Seek endorsement from Hon Kristy McBain MP for part E.

Moved Deputy Mayor HigginsSeconded Councillor DavisCARRIED

Record of Voting

Councillors For:

Councillors Against:

Councillor Davis, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Summers and Councillor Mitchell.

Councillor Beer, Councillor Frolich, Councillor Stewart and Councillor Williamson.

Notes

04 Apr 2025

This Action item should be combined with the Snowy River Hostel EOI Action item.

12 Feb 2025

Divestment pending results of EOI process. PS

07 Nov 2024

Tony Murray, Chief of Community Service, and John Gargett, a/g Chief of Infrastructure and Projects, met with Angie Ingram (Cooma Challenge) on 9 October 2024 to progress their proposal. More work is needed to determine the best use of this facility.

01 Aug 2024

No further update.

01 Jul 2024

Meeting with EOI applicants scheduled for the first week of July. Following meetings with EOI applicants, an update will be provided to Council.

11 Jun 2024

Council staff have a meeting booked for the next two weeks with Respondents to progress the EOI. Due to Covid these meetings were postponed and have now been rescheduled.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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**08 May 2024**

No further update - Continuing to engage with the two parties who have expressed interest.

**03 Apr 2024**

A report will be addressed at the May 2024 Council meeting following the EOI process.

**29 Feb 2024**

The EOI period for SRH has been extended 4 weeks. Mayor Hanna and the CEO have advised Federal MP McBain of the closure. Depending on outcomes from the EOI process and future use, McBains office will support SMRC on possible funding options.

**01 Feb 2024**

The last resident is scheduled to transfer to Yallambee Lodge on Friday 2 February and subsequently Snowy River Lodge residential aged care service will close at 3pm.  
The majority of staff are transferring to Yallambee Lodge. Expressions of Interest for the future use of the facility are currently being sought.

**12 Dec 2023**

Are continuing to work with the residents and their families to support their transition to another facility.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/10/2023	<b>267/23</b>	Senior Project Manager	Infrastructure	30/11/2026	Outstanding

**Grant invitation to begin construction of the Monaro Rail Trail at Bombala**

**COUNCIL RESOLUTION**

**267/23**

That Council, subject to receiving landowner consent from TfNSW (or relevant sub-entity):


- A. Accept the invitation from the federal government to apply for \$1 million of funding to begin construction of the Monaro Rail Trail at Bombala.
- B. Prepare and submit the application on the basis that, outside of the Bombala Station complex, the rail trail will be constructed on the track alignment necessitating the removal of the rails.
- C. The trail be constructed for as far as the funding will permit.
- D. Make preparations with TfNSW to enter into a lease of the rail corridor for the rail trail.
- E. Write to the three community groups who provided letters for this report, formally informing them of council's decision and inviting them to engage with the working group.
- F. That the removed rails be retained for potential repurposing for a future rail project.

**Moved Councillor Summers**

**Seconded Councillor Johnson**

**CARRIED**

**Record of Voting**

<div>Date From:01/01/1900 Date To:09/07/2025</div>	<div>IN-PROGRESS ACTIONS REPORT</div> <div>Committee:Ordinary Council</div>	<div> SNOWY MONARO REGIONAL COUNCIL</div>
<div>Councillors For:Councillor Beer, Councillor Davis, Mayor Hanna, Deputy Mayor Higgins, Councillor Johnson, Councillor Stewart and Councillor Summers.</div> <div>Councillors Against:Councillor Frolich, Councillor Hopkins and Councillor Williamson.</div>		
<div>Notes</div> <div>03 Apr 2025</div> <div>Contamination sampling and report is complete. Based on the results the contamination consultant has deemed the site suitable for the proposed works. Design has been altered so as to avoid any impact on the station precinct. REF to be finalized for submission.</div> <div>03 Mar 2025</div> <div>Contamination sampling has been undertaken, results of which are the final item required for the REF.</div> <div>30 Jan 2025</div> <div>All sub-consultant reports have been issues to the environmental planner for preparation of the REF (Review of Environmental Factors).</div> <div>29 Nov 2024</div> <div>Draft Contamination and Heritage Reports have been received and comments provided back to the consultants. Finalized reports and REF due by end of Feb 2025.</div> <div>25 Oct 2024</div> <div>Contamination Assessment, Heritage Assessment, and Environmental Assessment are all underway. Draft REF (Review of Environmental Factors) due in December 2024.</div> <div>31 Jul 2024</div> <div>A – Complete., B – Complete., C – Noted., D – Discussions have commenced with TfNSW on the proposed lease on the rail corridor for 5km out from Bombala. , E – The community groups have been advised and now that the funding agreement has been signed will be looking to engage them in a working group in coming months. , F – Noted.</div> <div>01 Jul 2024</div> <div>A – Complete., B – Complete., C – Noted., D – Discussions have commenced with TfNSW on the proposed lease on the rail corridor for 5km out from Bombala. , E – The community groups have been advised and now that the funding agreement has been signed will be looking to engage them in a working group in coming months. , F – Noted.</div> <div>30 May 2024</div> <div>A – Complete., B – Complete., C – Noted., D – Discussions have commenced with TfNSW on the proposed lease on the rail corridor for 5km out from Bombala. , E – The community groups have been advised and once the funding is received will look to engage them in a working group. , F – Noted.</div> <div>30 Apr 2024</div> <div>A – Complete., B – Complete., C – Noted., D – Council is waiting for the funding deed to be signed before commencing discussions in earnest., E – The community groups have been advised and discussions are in progress about how best for them all to engage with the working group. , F – Noted.</div> <div>02 Apr 2024</div> <div>A – Complete., B – Complete., C – The construction of the trail will be completed in 2026., D – Council is liaising with TfNSW in regard to the required lease and this will progress once the funding agreement for the grant is completed. Funding agreement is close to being signed off. , E – The community groups have been advised of Council's decision and discussions are in progress about how best for them all to engage with the working group. , F – Noted.</div>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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**01 Mar 2024**

A – Complete., B – Complete., C – The construction of the trail will be completed in 2026., D – Council is liaising with TfNSW in regard to the required lease and this will progress once the funding agreement for the grant is signed off. , E – The community groups have been advised of Council's decision and discussions are in progress about how best for them all to engage with the working group. , F – Noted.

**29 Jan 2024**

A - Council's Economic Development Coordinator has submitted Council's application. Completed. , B - Noted., C - Noted., D - Council has received TfNSW's lease documents and will work with TfNSW regarding lease requirements. , E - Completed, subject to formation of a working group for the project once grant is received., F - Noted.


**01 Dec 2023**

A – Council's Economic Development Coordinator has submitted Council's application. Completed. , B - Noted., C - Noted., D – Council has received TfNSW's lease documents and will work with TfNSW regarding lease requirements. , E – Completed, F - Noted.

**27 Oct 2023**

A - The Economic Development Coordinator will prepare the documentation for submission., B - Noted., C - Noted., D - TfNSW indicated Council will receive the lease documents in November. , E - Letter currently being drafted., F - Noted.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/09/2023	<b>242/23</b>	Coordinator Strategy Development	Strategy	31/12/2025	Outstanding
<b>General Motion - Adoption of Settlement Strategy and Rural Land Use Strategies</b>  <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>242/23</b></span>  That Council implement Part A of Council resolution 109/23 of 18 May 2023 regarding the draft Land Use Strategies and hold a Councillor workshop to: <ul style="list-style-type: none"> <li>A. Develop a specific community engagement strategy including a community reference group with the aim of finalising land use strategies that facilitate local communities that are strong, healthy and prosperous and reflect and meet the diverse needs and interests of the overall local community;</li> <li>B. That minutes of the community reference group be referred to Council.</li> <li>C. Determine and implement a specific community engagement strategy for the development of the Snowy Monaro Local Environment Plan (LEP).</li> <li>D. Final report to be presented by 30 April 2024.</li> </ul> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <span><b>Moved Councillor Stewart</b></span> <span><b>Seconded Councillor Williamson</b></span> <span><b>CARRIED</b></span> </div> <p><b>Record of Voting</b></p>					


<b>Date From:</b> <b>Date To:</b>	01/01/1900 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b>		Ordinary Council	
<b>Councillors For:</b>	<i>Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Williamson and Councillor Mitchell.</i>		
<b>Councillors Against:</b>	<i>Nil.</i>		
<b>Notes</b>			
<b>08 Jul 2025</b>			
Draft Settlements Strategy was presented to Council 29 May, and tabled at the June Council meeting to place on public exhibition for 56 days. Public exhibition to commence 3 July 2025 and conclude 1 September 2025			
<b>29 May 2025</b>			
Draft Settlements Strategy was presented to Council 29 May, and tabled at the June Council meeting to place on public exhibition for 56 days. Public exhibition to commence 3 July 2025.			
<b>07 May 2025</b>			
Resourcing will not allow for the development of a Rural Land Use Strategy: however, staff are in the final stages of a new draft of the Settlements Strategy, with a view to brief the Councillors on 29 May 2025.			
<b>03 Apr 2025</b>			
Resourcing will not allow for the development of a Rural Land Use Strategy: however, staff are in the final stages of a new draft of the Settlements Strategy, with a view to brief the Councillors in April 2025.			
<b>07 Mar 2025</b>			
Resourcing will not allow for the development of a Rural Land Use Strategy: however, staff are in the final stages of a new draft of the Settlements Strategy, with a view to brief the Councillors in April 2025.			
<b>12 Feb 2025</b>			
Settlements Strategy draft close to completion, ready to be briefed to Council prior to placing on public exhibition.			
<b>19 Nov 2024</b>			
Further development of these strategies currently underway with the focus on the revised settlements strategy. It is anticipated a draft will be ready either late 2024 or first quarter of 2025. Work is scheduled within the 2024-2025 Operational Plan.			
<b>31 Oct 2024</b>			
Further development of these strategies currently underway with the focus on the revised settlements strategy. It is anticipated a draft will be ready either late 2024 or first quarter of 2025. Work is scheduled within the 2024-2025 Operational Plan.			
<b>31 Jul 2024</b>			
Further development of these strategies is planned for the 24-25 Operational Plan Year			
<b>24 Jun 2024</b>			
Further development of these strategies is planned for the 24-25 Operational Plan Year			
<b>20 May 2024</b>			

Date From:01/01/1900

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IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council



SNOWY MONARO  
REGIONAL COUNCIL

Further development of these strategies is planned for the 24-25 Operational Plan Year

30 Apr 2024

Further development of these strategies is planned for the 24-25 Operational Plan Year

26 Mar 2024

Resourcing has meant that the further development of these strategies has not been able to progress.

28 Feb 2024

Resourcing has meant that the further development of these strategies has not been able to progress.

23 Jan 2024

Indicative pricing has been sought for the provision of external consultants to undertake this work. Currently, Strategic Planning has two vacant positions, one being the Team leader and the other is the Senior Strategic Planner, leaving the capacity and capability of the team at an extremely low level of service. Initial responses from consultancies approached have not been optimistic, with most consultancies only having the capacity to deliver part of the required scope of work within the required timeframe. Further testing of the market capability and availability is ongoing. Until the positions are filled or budget is made available to undertake this work, this work remains in abeyance.

27 Nov 2023

Indicative pricing has been sought for the provision of external consultants to undertake this work. Currently, Strategic Planning has two vacant positions, one being the Team leader and the other is the Senior Strategic Planner, leaving the capacity and capability of the team at an extremely low level of service. Initial responses from consultancies approached have not been optimistic, with most consultancies only having the capacity to deliver part of the required scope of work within the required timeframe. Further testing of the market capability and availability is ongoing. Awaiting quarterly budget review to determine if a budget for this work becomes available.

27 Oct 2023

Indicative pricing has been sought for the provision of external consultants to undertake this work. Currently, Strategic Planning has two vacant positions, one being the Team leader and the other is the Senior Strategic Planner, leaving the capacity and capability of the team at an extremely low level of service. Initial responses from consultancies approached have not been optimistic, with most consultancies only having the capacity to deliver part of the required scope of work within the required timeframe. Further testing of the market capability and availability is ongoing.

26 Sep 2023

Indicative pricing is being sought for the provision of external contractor resourcing to undertake this work. Currently, Strategic Planning has two vacant positions, one being the Team leader and the other is the Senior Strategic Planner, leaving the capacity and capability of the team at an extremely low level of service.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/08/2023	203/23	Coordinator Engagement	Community Services	29/11/2024	Outstanding
Council Action on Social Media Posts that Threaten, Intimidate, Harass, Humiliate, Slander, Defame or Troll Snowy Monaro Staff and Councillors.					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

COUNCIL RESOLUTION203/23

That Council:

A. Establish a policy that is responsive to inappropriate social media postings that target Council members and staff.

B. Base the policy on the following principles:

(a) Social media posts that threaten, intimidate, harass, humiliate, slander, defame or troll Snowy Monaro Staff and Councillors be reported to the E Safety Commissioner in the first instance.

(b) That social media account administrators who enable or permit social media posts that threaten, intimidate, harass, humiliate, slander, defame or troll Snowy Monaro staff, contractors and Councillors be requested to immediately remove such posts.

(c) If requests for the removal of posts are not actioned, Council is to pursue legal action.

(d) Social media accounts, and the hosting social media platform, that publish online abuse be reported to the E Safety Commissioner.

(e) Independent live streaming and recording of SMRC facilitated community meetings, consultation and events be prohibited without prior written permission from Council.

(f) Community members who threaten, intimidate, harass, humiliate, slander, defame or troll Snowy Monaro staff and Councillors in any forum, be prohibited from attending SMRC facilitated community meetings, consultation and events.

C. Snowy Monaro Regional Council submit a motion to the November 2023 NSW Local Government Conference supporting stronger laws and protection for Council staff and Councillors from online abuse.

Moved Mayor Davis

Seconded Councillor Summers

CARRIED

Record of Voting

Councillors For:Councillor Beer, Mayor Davis, Councillor Hanna, Deputy Mayor Higgins, Councillor Johnson, Councillor Summers and Councillor Mitchell.

Councillors Against:Councillor Frolich, Councillor Hopkins, Councillor Stewart and Councillor Williamson.


Notes

03 Apr 2025

A draft has been prepared. Before presenting to Council, it is essential to ensure alignment with related policies. This should be presented as package alongside the suite of safety reforms.

12 Mar 2025



<div><div>Date From:01/01/1900</div><div>Date To:09/07/2025</div></div>	<div>IN-PROGRESS ACTIONS REPORT</div>	<div><div></div><div>SNOWY MONARO REGIONAL COUNCIL</div></div>
<div>Committee: Ordinary Council</div>		

A draft has been prepared. Before presenting to Council, it is essential to ensure alignment with related policies. This should be presented as package alongside the suite of safety reforms.

30 Jan 2025

Draft prepared. Awaiting further safety reform documents.

28 Nov 2024

Draft prepared. To be presented with the suite of safety reform documents when finalised

31 Oct 2024

A draft has been prepared. Before presenting to Council, it is essential to ensure alignment with related policies. This should be presented as package alongside the suite of safety reforms.

01 Aug 2024

A – A Social Media Policy and Social Media Community Guidelines are being drafted for the November 2024 Council meeting., B – Principles noted to be included in the policy. , C – Completed.

01 Jul 2024

Action has been reassigned to the Communications team to develop.

06 Jun 2024

Given Council's current position to undertake significant Safety Reform, this will be brought into this overarching strategy.

01 May 2024

No further update.

02 Apr 2024

No further update.

04 Mar 2024

No further update.

05 Feb 2024

Due do competing priorities, workforce management has not had adequate time to invest in this matter at present.

12 Dec 2023

Council's motion was incorporated with a number of other motions on similar themes. LGNSW will now progress the issue at a state level.

12 Dec 2023

No further update due to competing priorities at this time to address requirement to undertake closure of Snowy River Hostel, divestment of Yallambee Lodge, and commencement of Towards Excellence project.

27 Oct 2023

Notice of Motion sent to LGNSW on 13 October 2023 for the November LG Conference.


03 Oct 2023

Date From:01/01/1900

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SNOWY MONARO

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Minimal progression due to competing priorities. A number of NSW Councils have given advice through LGNSW and directly on what strategies they have previously used to address these types of issues, noting the complexity around what is supported through legislation. This information has been collected and is being reviewed to understand the best direction to take the development of any policy in for Snowy Monaro Regional Council.

25 Aug 2023

Contacted LGNSW HR Network to understand what action other councils have taken in establishing a policy of this nature.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/08/2023	194/23	Senior Project Manager	Infrastructure	31/05/2024	Outstanding

Cooma Office Building - Foreshadowed Motion

COUNCIL RESOLUTION

194/23

That Council:

A: Acknowledge that there is to be no further significant investment in 81 Commissioner Street premises.

B: Request a report to Council with respect to establishing a new facility to house the administrative functions of SMRC.

C: Write to our local State Member, Premier and relevant State Ministers to request financial support for this project.

Moved Councillor Hopkins

Seconded Councillor Stewart

CARRIED

Record of Voting

Councillors For: Councillor Beer, Mayor Davis, Councillor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.

Councillors Against: Councillor Frolich.

Notes

03 Apr 2025

Corporate Projects is awaiting any direction from Council or ELT following the submission of the building condition assessment report.

03 Mar 2025

Awaiting direction from ELT regarding the final revision and the report's Council Meeting date.

30 Jan 2025

Awaiting direction from ELT regarding the final revision and the report's Council Meeting date.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		<b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council		

**29 Nov 2024**

Report written for December Council meeting.

**04 Nov 2024**

No further action taken at this stage due to vacant position in Corporate Projects team.

**23 Jul 2024**

No further update

**24 Jun 2024**

No further update.

**17 May 2024**

Further information to be provided at a future council meeting, no further update at this time.

**01 May 2024**

Further information to be provided at a future council meeting, no further update at this time.

**02 Apr 2024**

Further information to be provided at May council meeting, no further update at this time.

**31 Jan 2024**

No further progress. The Manager Corporate Projects position has now been filled and the project will be considered in conjunction with the other demands on that role.

**12 Dec 2023**

No further progress on this matter.

**30 Oct 2023**

At the moment the other work required to be undertaken has meant that resources have not been able to be reallocated to undertake this review of office building needs.

**05 Oct 2023**

The additional work has yet to be able to be scheduled.

**01 Sep 2023**

B. Request a report to Council with respect to establishing a new facility to house the administrative functions of SMRC. , A revised budget will need to be identified and prepared. , C: Write to our local State Member, Premier and relevant State Ministers to request financial support for this project. , Awaiting new GM

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/07/2023	165/23	GIS Administrator	Strategy	31/12/2025	Outstanding
Locality Boundary Adjustment for Kalkite and Hill Top					

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council

SNOWY MONARO  
REGIONAL COUNCIL

COUNCIL RESOLUTION

165/23

That Council:

A. Endorse the proposed adjustment of the boundary of Kalkite and Hill Top to be publicly advertised for a period of 28 days in the Monaro Post.

B. Endorse the creation of a locality boundary adjustment proposal in the Geographical Names Board place naming system and seek pre-approval.

Moved Councillor Williamson

Seconded Councillor Summers

CARRIED

Record of Voting

Councillors For:

Councillors Against:

Councillor Beer, Mayor Davis, Councillor Frolich, Councillor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.

Nil.

Notes

30 Jun 2025

No update

28 May 2025

No update. Will make one more attempt to conact residents for feedback.

08 May 2025

No progress due to no further replies from residents in response to call for feedback.

28 Mar 2025

Liaison with residents is occuring to attempt to get feedback from all residents and to highlight specific exmaples of delayed service provision. This is to allow the NSW Geographical Names Board to have all necessary information needed to make a decision and process, once a proposal is formally lodged with them.

12 Mar 2025

No further update.

13 Feb 2025

Four of five property owners have provided support for the proposal but with no response from the fifth owner. If no response is received it will need to go to a Geographical Names Board meeting.

02 Dec 2024

No update.

31 Oct 2024

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	

SMRC are in the process of liaising with residents to determine if the proposal has full support. Currently three of five property owners have provided support for the boundary adjustment. If all five provide letters of support then the proposal may be considered by the Geographical Names Board as an administrative matter. Next steps if feedback is received from all property owners is to lodge the proposal with the Geographical Names Board.

**29 Jul 2024**

No further update.

**28 Jun 2024**

No further update.

**05 Jun 2024**

No further update.

**30 Apr 2024**

No further update.

**28 Mar 2024**

No further update. Based on challenges with the Ando\_Bibbenluke locality boundary adjustment which has similar context, it is likely that this will also be a slow process. Estimate to have an answer from Geographical Names Board on whether it will be approved is 20/12/2024.

**29 Feb 2024**

No further update.

**31 Jan 2024**

No further update.

**13 Dec 2023**

No further update.

**31 Oct 2023**

No further update.

**03 Oct 2023**

No further update.

**31 Aug 2023**

No further update. This proposal will be progressed when the Ando-Bibbenluke locality boundary adjustment proposal is resolved.

**02 Aug 2023**

No further update at this time.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/04/2022	95/22	Coordinator Land & Property	Infrastructure	31/12/2025	Outstanding

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council



SNOWY MONARO  
REGIONAL COUNCIL

Land Acquisition for Road Reserve Alignment - Micalago Road & Ryrie Street Extension, Michelago

COUNCIL RESOLUTION95/22

That Council

A. Approve and proceed with the acquisition of land described as part of Lot 1 DP 1158327 & Lot 5405 DP 1244970 for the purpose of creating road reserve over existing (Micalago Road) and new infrastructure (Ryrie Street), in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*;

B. Where necessary, make an application to the Minister and the Governor for approval to acquire part of Lot 1 DP 1158327 & Lot 5405 DP 1244970 by compulsory process under Section 186(1) of the *Local Government Act 1993* and in accordance with the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*; and

C. Classify the land acquired as operational land in accordance with the *Local Government Act 1993*.

Moved Councillor Summers

Seconded Councillor Hanna

CARRIED

Record of Voting

Councillors For:Councillor Beer, Councillor Castellari, Mayor Davis, Councillor Frolich, Councillor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Stewart and Councillor Summers.

Councillors Against:Councillor Last.

Notes

09 Jun 2025

No further update at this point.

08 May 2025

Escalation discussion with Transport for NSW (TAHE & UGL) scheduled for May 2025.

03 Apr 2025

PWA remain in negotiations with TfNSW on Council's behalf.

31 Jan 2025

No further update


28 Nov 2024


Negotiations with TfNSW ongoing.

29 Oct 2024

Negotiations with TfNSW / TAHE ongoing. PWA acting for Council.

31 Jul 2024

<b>Date From:</b> <b>Date To:</b>	01/01/1900 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b>		Ordinary Council	
<p>No further update at this point.</p> <p><b>28 Jun 2024</b></p> <p>No further update.</p> <p><b>05 Jun 2024</b></p> <p>Letter from Minister for Regional Transport &amp; Roads received in response to advocacy tabled from SMRC. Hopefully there will be some (overdue) progress from the TfNSW/TAHE side in the near future.</p> <p><b>30 Apr 2024</b></p> <p>Awaiting response from TAHE to our request for timeframe for when the briefing note will be finalised and a high level summary of the steps/timeframes that will follow.</p> <p><b>02 Apr 2024</b></p> <p>No further update</p> <p><b>28 Feb 2024</b></p> <p>Email with further follow up prompt to TAHE sent 27/2/24 - Response pending.</p> <p><b>31 Jan 2024</b></p> <p>A request for update from TAHE in relation to this matter resulted in the following response from NSW Transport's Project Manager Assessment and Disposal being received: "...I have requested the Briefing Note from UGL Regional Linx who are the operational managers for the rail corridor. I have received this Briefing Note from UGL RL earlier today. This will need to be reviewed by myself and signed off on by my director. It can then be progressed through the Transport for NSW clearance process.", Email sent on behalf of Council seeking indication of time as to when the referenced review &amp; Director sign off will occur - Response pending.</p> <p><b>12 Dec 2023</b></p> <p>In accordance with the Council resolution this matter has been escalated to the minister, seeking the process to be expedited.</p> <p><b>30 Oct 2023</b></p> <p>No further update</p> <p><b>28 Sep 2023</b></p> <p>Awaiting registered plan of acquisition from Surveyor (pending consent from TAHE). Initial Notification letter issued to TAHE/TfNSW on 21/08/2023 – acknowledged by TAHE/TfNSW on 21/08/2023, rail corridor manager instructed by TfNSW to prepare briefing note. Awaiting further advice from TfNSW.</p> <p><b>31 Aug 2023</b></p> <p>No further update at this point.</p> <p><b>31 Jul 2023</b></p> <p>PWA tasked with reaching out to higher level within TfNSW to outline the background of the acquisition for road corridor purposes, and the interdependence on the intended bridge build.</p> <p><b>30 Jun 2023</b></p> <p>Meeting with PWA scheduled in week beginning Monday 3/7/23 to discuss compulsory acquisition pathway next steps.</p>			

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p><b>27 Jun 2023</b> Public Works Advisory awaiting response from Surveyor for adjustments to the plan.</p> <p><b>31 May 2023</b> No further update at this point.</p> <p><b>04 May 2023</b> Draft plan sent on 27/04/2023 by PWA to TfNSW for initial review. TfNSW will provide preliminary comments (if any) before issuing their in-principal consent. If preliminary comments are received, PWA will forward those comments to Surveyor. When the in-principal consent is received, PWA will send the plan back to Surveyor to have the 'draft' stamps removed... then send the final plan back to TfNSW for stamping and issuance of consent letter. Will probably take a couple of weeks.</p> <p><b>20 Apr 2023</b> 13/04/2023 - Draft Survey plan received and sent on to PWA and Council Engineering</p> <p><b>30 Mar 2023</b> Surveyor attending to the survey works over the next few weeks</p> <p><b>01 Mar 2023</b> No further update at this point.</p> <p><b>01 Feb 2023</b> Surveyor to finalise survey report.</p> <p><b>29 Nov 2022</b> Contractor engagement finalised in order for the survey plan of acquisition to be completed.</p> <p><b>31 Oct 2022</b> No further update at this point.</p> <p><b>03 Oct 2022</b> A - In progress, land acquisition process sequenced by PWA. B - To be actioned at the appropriate time. C - Completed.</p> <p><b>31 Aug 2022</b> PWA engagement active to deliver matter.</p> <p><b>26 Jul 2022</b> Matter sitting with PWA for delivery - No further updates.</p> <p><b>05 Jul 2022</b> Matter sitting with PWA for delivery - No further updates.</p> <p><b>30 May 2022</b> Engagement email sent to PWA - estimated delivery time from PWA 18-24 months.</p> <p><b>04 May 2022</b></p>		



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SNOWY MONARO

REGIONAL COUNCIL

A to C - Matter to be referred to PWA for execution

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/03/2022	55/22	Coordinator Land & Property	Infrastructure	30/06/2025	Outstanding
Bombala Showground Lot Consolidation					
COUNCIL RESOLUTION			55/22		
That Council consolidate eight lots (Lot 10 DP 1097766, Lot 11 DP 1097766, Lot 12 DP 1097766, Lot 13 DP 1097766, Lot 14 DP 1097766, Lot 1 DP 151403, Lot 1 DP 151404 and Lot A DP 154400) known as the Bombala Showground into one allotment.					
Moved Councillor Summers		Seconded Deputy Mayor Higgins	CARRIED		
Record of Voting					
Councillors For:		Councillor Beer, Councillor Castellari, Mayor Davis, Councillor Frolich, Councillor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Johnson, Councillor Last, Councillor Stewart and Councillor Summers.			
Councillors Against:		Nil.			
Notes					
09 Jun 2025					
The practical requirement the full lot consolidation is being further assessed, in light of the protracted nature of the dealing which is due to external estate probate status (neighbouring lot boundary).					
08 May 2025					
Prompted surveyor again - progress efforts are pending Plan of Consolidation from Surveyor.					
03 Apr 2025					
Awaiting Surveyor's plan of consolidation.					
31 Jan 2025					
No further update					
28 Nov 2024					
The Surveyor has been followed up with to confirm a clear path forward.					
29 Oct 2024					
Surveyor to consult with Land Registry Service for alternate pathway to lot consolidation with Old System Land.					
31 Jul 2024					

<b>Date From:</b> <b>Date To:</b>	01/01/1900 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b>		Ordinary Council	
<div>No further update.</div> <div><b>28 Jun 2024</b></div> <div>No further update.</div> <div><b>05 Jun 2024</b></div> <div>No further update at this point in time.</div> <div><b>23 Apr 2024</b></div> <div>Surveyor confirmed they will progress the Lot Consolidation process with a sliver of land along the boundary with the Craig property</div> <div><b>25 Mar 2024</b></div> <div>Investigating alternate pathway to registration as suggested by Surveyor. Slivers of Land as a possible way forward.</div> <div><b>28 Feb 2024</b></div> <div>Pursuing an avenue of lodging an "Expression of Interest in Claiming Sliver Lot(s)" by way of a specific plan via surveyor in order to progress this lot consolidation.</div> <div><b>31 Jan 2024</b></div> <div>No further update.</div> <div><b>12 Dec 2023</b></div> <div>LRS requisition has flagged that probate/transmission on neighbouring lot has not been completed and advised that "the consent of Public Trustee is, required in lieu of probate/transmission." - This external holding probate matter delays registration of Council's Plan of Consolidation.</div> <div><b>30 Oct 2023</b></div> <div>No further update</div> <div><b>28 Sep 2023</b></div> <div>No further update</div> <div><b>30 Aug 2023</b></div> <div>Signature acquired from the adjacent landholder representative on Plan of Consolidation as required due to LRS requisition. Surveyor discussing with LRS.</div> <div><b>31 Jul 2023</b></div> <div>No further update at this point. Gentleman has been unavailable to contact on successive occasions.</div> <div><b>27 Jun 2023</b></div> <div>Preliminary discussion had with deceased property owner's heir. Efforts are underway to meet with them and execute plan of consolidation, according to LRS requisition.</div> <div><b>31 May 2023</b></div> <div>No further update at this point.</div> <div><b>04 May 2023</b></div> <div>Signature of adjoining landholder is being sought to confirm survey.</div> <div><b>28 Apr 2023</b></div>			

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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No further update at this point.

**28 Mar 2023**

Copy of Proposed Plan requires signature by owner of 49 Caveat St to confirm agreement to boundary as shown on plan. (due to old system title entitlement to occupied land / 200mm beyond fence line) This will fulfil part of the LRS requisition. It has been established that the current owner on title has passed away. Further investigation to find executor underway.

**01 Mar 2023**

Surveyor addressing LRS requisition aspects.

**29 Jan 2023**

Surveyor update on LRS registration of Lot 15 DP 1285587 pending. Note: LRS Requisition Due Date currently listing as 17/3/2023.

**29 Nov 2022**

Surveyor responding to LRS requisition requests.

**01 Nov 2022**

Awaiting LRS registration of the plan of consolidation.

**03 Oct 2022**

No further update at this point.

**31 Aug 2022**

No further update at this point.

**26 Jul 2022**

Plans & administration sheet lodged with LRS awaiting registration.

**05 Jul 2022**

Survey work completed, administration sheet signed and returned to surveyor for lodgement.

**30 May 2022**

Survey works delayed due to internal competing priorities. Estimated delivery time June 2022.


**29 Apr 2022**


Title name change complete, awaiting consolidation plan from surveyor to progress the matter further.

**01 Apr 2022**

Resolution 55/22 - Title name change initiated with BMR & Surveyor engaged to undertake works. ETA of Consolidation Plan is early May 2022.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/06/2021	140/21	Manager Water & Wastewater Operations	Infrastructure	1/12/2024	Outstanding


<div>Date From:01/01/1900 Date To:09/07/2025</div>		<div>IN-PROGRESS ACTIONS REPORT</div> <div>Committee:Ordinary Council</div>		<div>SNOWY MONARO REGIONAL COUNCIL</div>	
<div>Delegate Water Treatment Plant Reservoir &amp; Pump Station - Acquisition of Part Lot 1 DP 348134 Delegate - Acquisition of Easements - Application for Crown Licence</div> <div>COUNCIL RESOLUTION140/21</div> <div>That Council</div> <div>A. Authorise the CEO to:<div><div>i. Negotiate the purchase under private treaty of part of Lot 1 DP 348134 Delegate or, if required;</div><div>ii. Proceed with the Compulsory Acquisition of the land described as part of Lot 1 DP 348134 Delegate and having an area of approximately 507m² for the purpose of water treatment plant, two reservoirs (one existing) in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.<div><div>a. Make an application to the Minister and the Governor for approval to acquire part of Lot 1 DP 348134 Delegate, having an area of approximately 507m², by compulsory process under section 186(1) of the Local Government Act 1993 and in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act;</div></div></div></div><div>B. That the land being acquired within Lot 1 DP 348134, having an area of approximately 507m², is to be classified as operational land;</div><div>C. Application be made to the Minister for Local Government and the Governor to acquire easements for raw water pipeline purposes being 3 metres wide within (or over) Lot 2 DP 1015012 and Lot 8 DP 1167423 at Delegate by compulsory acquisition process in accordance with Council’s power under Section 186(1) of the Local Government Act 1993 in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991;</div><div>D. Application be made for a Licence from Department of Planning, Industry &amp; Environment, Crown Lands for purpose of town water supply infrastructure on the Delegate River adjacent to Lot 8 DP 1167423;</div><div>E. Authorise the CEO to sign any documentation required for the acquisition processes defined.</div></div>					
<div>Moved Councillor Stewart</div>		<div>Seconded Councillor Rooney</div>			
<div>Notes</div> <div>12 Feb 2025</div> <div>Works progressing and nearing completion. JG</div> <div>28 Nov 2024</div> <div>No further update.</div> <div>31 Jul 2024</div> <div>No further update.</div> <div>28 Jun 2024</div> <div>No further update.</div> <div>11 Jun 2024</div> <div>No further update.</div>					


<div><div>Date From:01/01/1900</div><div>Date To:09/07/2025</div></div>	<div>IN-PROGRESS ACTIONS REPORT</div>	<div><div></div><div>SNOWY MONARO REGIONAL COUNCIL</div></div>
<div><div>Committee:</div><div>Ordinary Council</div></div>		
<div><div><div>30 Apr 2024</div><div>No further update</div></div><div><div>02 Apr 2024</div><div>No further update.</div></div><div><div>29 Feb 2024</div><div>Draft offer letter completed and ready for offer to landowner. , Valuation of land has been confirmed. This is the value that will be put to the landowner to accept.</div></div><div><div>24 Jan 2024</div><div>No further update.</div></div><div><div>13 Dec 2023</div><div>No further update.</div></div><div><div>30 Oct 2023</div><div>Acquisition of Lot is progressing.</div></div><div><div>03 Oct 2023</div><div>Opening Letter issued to landowner on 13/07/2023. RFQ issued on 26/07/2023 for engagement of valuation services, RFQ closed on 18/08/2023 – selection and engagement of valuer in progress.</div></div><div><div>04 Sep 2023</div><div>No further update.</div></div><div><div>28 Jul 2023</div><div>Acquisition of Lot is progressing. Formal lease to allow for construction of the plant has been finalised that protects SMRC from any actions.</div></div><div><div>22 Jun 2023</div><div>No further updates</div></div><div><div>31 May 2023</div><div>No further update.</div></div><div><div>27 Apr 2023</div><div>No further update</div></div><div><div>20 Mar 2023</div><div>No further update</div></div><div><div>02 Mar 2023</div><div>No further update</div></div><div><div>01 Feb 2023</div><div>No further update</div></div><div><div>30 Nov 2022</div></div></div>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	
	<b>Committee:</b> Ordinary Council	<b>SNOWY MONARO</b> REGIONAL COUNCIL


No further update
<b>02 Nov 2022</b>
No further update
<b>07 Oct 2022</b>
Licence document has been finalised and is in the process of being signed, Land acquisition has been formally notified to snowy forests and the process has begun.
<b>06 Sep 2022</b>
No further update.
<b>03 Aug 2022</b>
No further updates.
<b>07 Jul 2022</b>
No further updates
<b>27 May 2022</b>
No further updates
<b>25 Mar 2022</b>
No further updates
<b>20 Jan 2022</b>
No further updates
<b>03 Nov 2021</b>
No further updates
<b>28 Sep 2021</b>
No further updates
<b>30 Aug 2021</b>
Valuation of land has been received. Lawyers amending license following comments from Snowy Forests and SMRC
<b>02 Aug 2021</b>
Valuation done on land required and agreement and license being drawn up by BMR Lawyers
<b>29 Jun 2021</b>
Action Officer changed from Land and Property to Water & Wastewater

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/06/2021	<b>154/21</b>	Coordinator Land & Property	Infrastructure	30/06/2025	Outstanding
<b>Leesville Civil Works Progression to Enable Sale of Subdivision Section 3D (4 Lots) - Sale of Industrial Land</b>					

<div>Date From:01/01/1900 Date To:09/07/2025</div>	<div>IN-PROGRESS ACTIONS REPORT</div> <div>Committee:Ordinary Council</div>	<div> SNOWY MONARO REGIONAL COUNCIL</div>
<div>COUNCIL RESOLUTION154/21</div> <div>That Council</div> <div>A. Approve the completion of the essential civil works required for Stage 3D of the Leesville Industrial Estate subdivision in Jindabyne, expending up to \$600,000;</div> <div>B. Approve Lots 17, 18, 19 &amp; 20 in Stage 3D at Leesville Industrial Estate to be sold by public auction, once civil works are completed;</div> <div>C. Authorise the Chief Executive Officer to establish the reserve price for Lots 17, 18, 19 &amp; 20 at Leesville Industrial Estate ahead of the auction, and to negotiate with the highest bidder should any property fail to meet the reserve;</div> <div>D. Authorise the Chief Executive Officer to undertake all negotiations for the sale of Lots 17, 18, 19 &amp; 20 at Leesville Industrial Estate, including real estate agent engagement; and</div> <div>E. Authorise the Chief Executive Officer to execute all legal documents and contracts for the sale of Lots 17, 18, 19 &amp; 20 Leesville Industrial Estate.</div> <div>Moved Councillor StewartSeconded Councillor Rooney</div>		
<div>Notes</div> <div>09 Jun 2025</div> <div>Interest stimulated in Lots 19 &amp; 20. The lots are listed on the open market for \$425,000 plus GST each.</div> <div>08 May 2025</div> <div>Marketing relaunch aimed to sitmluate interest &amp; convert sales fro the remaing 2 lots was actioned on 5/5/25.</div> <div>03 Apr 2025</div> <div>Real Estate Agents will re-launch the remaining 2 unsold lots with a fresh marketing campaign.</div> <div>31 Jan 2025</div> <div>No further update</div> <div>28 Nov 2024</div> <div>Lots 17 &amp; 18 sold and settlement complete. Lots 19 &amp; 20 remain on the market.</div> <div>29 Oct 2024</div> <div>Parts A, B and C complete., 2 Lots SOLD, Remaining 2 lots currently listed with the Real Estate Agency</div> <div>31 Jul 2024</div> <div>Stage 3D (4 lots) subdivision registration achieved. Auction date set for 29 August 2024 at 2pm.</div> <div>28 Jun 2024</div> <div>The Essential Energy NOA has been received and the issue of the Subdivision Certificate is pending for Leesville Stage 3D.</div> <div>05 Jun 2024</div>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council		
<p>The Essential Energy NOA remains pending, which impacts the Subdivision Certificate finalisation. It is the issue of the SC which confirms that all necessary civil works have been satisfactorily completed - the NSW Land Registry Service process to register the land can not begin until these elements are finalised. The preparation &amp; release of the RFQ for a Real Estate Agent to conduct of the sale of the registered lots has been completed. , .</p>		
<p><b>30 Apr 2024</b> Subdivision certificate issued pending receipt of EE Notice of Arrangement sign off.</p>		
<p><b>02 Apr 2024</b> Subdivision Certificate application underway. Awaiting confirmation of Energy Notice of Arrangement.</p>		
<p><b>28 Feb 2024</b> No further update at this point.</p>		
<p><b>31 Jan 2024</b> General update on civil works progress - Roads/Infrastructure helming civil works delivery arrangements with the Infrastructure Planner/Scheduler compiling list of outstanding tasks in order to finalise subdivision in readiness for LRS registration., Auction timing TBC, dependent on LRS registration completion once all civil works are finalised.</p>		
<p><b>12 Dec 2023</b> No further update.</p>		
<p><b>30 Oct 2023</b> No further update</p>		
<p><b>28 Sep 2023</b> General update on civil works progress - Construction Certificate issued for Leesville Stage 3D (4 lots). Auction timing TBC, dependent on LRS registration completion once all civil works are finalised.</p>		
<p><b>31 Aug 2023</b> No further update at this point.</p>		
<p><b>31 Jul 2023</b> Projected revenue from sale adjusted - per Resolution 160/23.</p>		
<p><b>29 Jun 2023</b> Civil works planning is underway. Land and Property investigating options of local Real Estate Agents to conduct land sale at the relevant time.</p>		
<p><b>26 May 2023</b> A. In progress, with Roads/Infrastructure helming civil works delivery arrangements. B, C, D &amp; E: To be actioned by Land &amp; Property upon completion of civil works.</p>		
<p><b>28 Apr 2023</b> A. In progress, with Roads/Infrastructure helming civil works delivery arrangements. B, C, D &amp; E: To be actioned by Land &amp; Property upon completion of civil works.</p>		
<p><b>30 Mar 2023</b> No further update</p>		



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p><b>01 Mar 2023</b> No further update at this point.</p> <p><b>29 Jan 2023</b> No further update at this point.</p> <p><b>29 Nov 2022</b> Notice of Arrangement finalised with Essential Energy - a requirement of the DA/conditions of consent to allow the subdivision registration to proceed.</p> <p><b>31 Oct 2022</b> No further update at this point.</p> <p><b>03 Oct 2022</b> No further update at this point in time.</p> <p><b>31 Aug 2022</b> No further update at this point.</p> <p><b>02 Aug 2022</b> No further update at this point.</p> <p><b>06 Jul 2022</b> No further update at this point.</p> <p><b>01 Jun 2022</b> No further update at this point.</p> <p><b>03 May 2022</b> No further update at present.</p> <p><b>01 Mar 2022</b> No further update at this point.</p> <p><b>31 Jan 2022</b> No further update at this point in time.</p> <p><b>02 Nov 2021</b> No further update at this point.</p> <p><b>04 Oct 2021</b> No further update at this point.</p> <p><b>05 Sep 2021</b> A. In progress, with Coordinator Project &amp; Technical Support helming civil works delivery. B, C, D &amp; E: To be actioned by Land &amp; Property upon completion of civil works.</p> <p><b>04 Aug 2021</b> Coordinator Projects &amp; Technical Support progressing delivery arrangements for the expanded civil works.</p>		

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<b>Committee:</b> Ordinary Council		

**04 Jul 2021**

The resolution actions will be initiated.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/11/2020	<b>240/20</b>	Coordinator Strategy Development	Strategy	1/01/2028	Outstanding

**Bicentennial Garden/ Parks - Bombala**

**COUNCIL RESOLUTION**

**240/20**

That Council:

- A. Ensures that gardens, trees and significant plantings in all parks throughout Snowy Monaro Regional Council area are to be protected by a Plans of Management that will manage parks and gardens, with a Tree Management Plan developed to ensure that trees are conserved into the future;
- B. Acknowledge that the Bombala Bicentennial Garden is significant to the community; and
- C. Assess the Bombala Bicentennial Garden by a heritage expert for inclusion on Council's Heritage Listing.

**Moved Councillor Haslingden**

**Seconded Councillor Maslin**

**CARRIED**

**Notes**

**02 Jul 2025**

Target date changed by McConkey, Gina from 15 December 2024 to 01 January 2028 - New LEP planned for delivery in the Draft Delivery Program 2025-2029 in 2028. A report will be prepared for the September Council meeting to outline proposed inclusion in LEP to address outstanding resolution.

**29 May 2025**

Target date changed by McConkey, Gina from 15 December 2024 to 01 January 2028 - New LEP planned for delivery in the Draft Delivery Program 2025-2029 in 2028.

**07 May 2025**

The listing of this heritage item is contingent on the development of the LEP. The revised draft LEP is not planned for the 2024-2025 Operational Plan Year.

**03 Apr 2025**

The listing of this heritage item is contingent on the development of the LEP. The revised draft LEP is not planned for the 2024-2025 Operational Plan Year.

**07 Mar 2025**


The listing of this heritage item is contingent on the development of the LEP. The revised draft LEP is not planned for the 2024-2025 Operational Plan Year.


**12 Feb 2025**

The listing of this heritage item is contingent on the development of the LEP. The revised draft LEP is not planned for the 2024-2025 Operational Plan Year.

**19 Nov 2024**

The listing of this heritage item is contingent on the development of the LEP. The revised draft LEP is not planned for the 2024-2025 Operational Plan Year.


<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p><b>31 Oct 2024</b> The listing of this heritage item is contingent on the development of the LEP. The revised draft LEP is not planned for the 2024-2025 Operational Plan Year.</p> <p><b>26 Jul 2024</b> To be addressed as LEP Housekeeping amendments in the 24-25 Operational Plan year</p> <p><b>24 Jun 2024</b> The listing of this heritage item is contingent on the development of the LEP. The LEP has been put on hold until resourcing is at full capacity.</p> <p><b>20 May 2024</b> The listing of this heritage item is contingent on the development of the LEP. The LEP has been put on hold until resourcing is at full capacity.</p> <p><b>30 Apr 2024</b> No further update.</p> <p><b>26 Mar 2024</b> The listing of this heritage item is contingent on the development of the LEP. The LEP has been put on hold until resourcing is at full capacity.</p> <p><b>28 Feb 2024</b> The listing of this heritage item it contingent on the development of the LEP. The LEP has been put on hold until resourcing is at full capacity.</p> <p><b>23 Jan 2024</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP, which will list the Bicentennial Park as heritage listed.</p> <p><b>27 Nov 2023</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP, which will list the Bicentennial Park as heritage listed.</p> <p><b>27 Oct 2023</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP.</p> <p><b>26 Sep 2023</b> No further update.</p> <p><b>31 Aug 2023</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP.</p> <p><b>24 Jul 2023</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP.</p> <p><b>05 Jul 2023</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP.</p> <p><b>29 May 2023</b> Council resolved not to adopt the land use strategies informing the LEP, therefore, no further progress towards the new LEP.</p>		


<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p><b>28 Apr 2023</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP completed and public exhibition closed on 20 February 2023, Council is waiting gateway approval from NSW Planning.</p> <p><b>31 Mar 2023</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP completed public exhibition on 20 February 2023, Council is waiting gateway Approval from NSW Planning.</p> <p><b>27 Feb 2023</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP completed public exhibition on 20 February 2023.</p> <p><b>27 Jan 2023</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is on public exhibition until 20 February 2023.</p> <p><b>22 Dec 2022</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is on public exhibition until 6 February 2023.</p> <p><b>22 Nov 2022</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is on public exhibition until 6 February 2023.</p> <p><b>28 Oct 2022</b> Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is to be reported to Council in November 2023.</p> <p><b>27 Sep 2022</b> To be added to the draft LEP heritage listings within SMRC LGA. LEP expected to be lodged in draft to NSW Planning mid-2023.</p> <p><b>26 Aug 2022</b> To be added to the draft LEP.</p> <p><b>03 Aug 2022</b> No further update.</p> <p><b>24 Jun 2022</b> To be included within the draft LEP by December 2022.</p> <p><b>24 May 2022</b> To be included in draft LEP by December 2022.</p> <p><b>29 Apr 2022</b> Process for heritage listing to be finalised through LEP process.</p> <p><b>25 Mar 2022</b> Process for heritage Listing to be finalised through the LEP process and Heritage NSW.</p> <p><b>24 Feb 2022</b> Process for heritage Listing to be finalised through the LEP process and Heritage NSW.</p>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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<b>29 Oct 2021</b> No further update - Process for heritage listing to be finalised.
<b>30 Sep 2021</b> No further update - Process for heritage listing to be finalised.
<b>30 Aug 2021</b> No further update - Process for heritage listing to be finalised; however, discussion at 28 August Council meeting held concerns that future development in the area may be hampered by such listing. Enquiries to take place with Council's heritage Officer to seek clarification around this.
<b>02 Jul 2021</b> No further update - Process for heritage listing to be finalised.
<b>01 Jun 2021</b> No further update - Process for heritage listing to be finalised.
<b>04 May 2021</b> C - Council's Heritage Advisor has prepared a report recommending the trees within the Park are heritage listed.
<b>07 Apr 2021</b> No further update.
<b>03 Mar 2021</b> C - Assessment completed, currently being reviewed by Council's Strategic Planning team.
<b>02 Feb 2021</b> C - Assessment completed, currently being reviewed by Council's Strategic Planning team.
<b>29 Jan 2021</b> A - To be incorporated into draft the Plans of Management which will go out for community consultation planned for early March 2021. B - Completed. C - A request has been sent to Council's Heritage consultant to consider this item for heritage listing.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/06/2020	80/20	Coordinator Land & Property	Infrastructure	31/12/2025	Outstanding
Acquisition of Land - RFS Shed Michelago					
COUNCIL RESOLUTION			80/20		
That Council					
A. Proceed with the compulsory acquisition of the Land described as part Lot 5405 DP 1244970 Land fronting Ryrie Street, Michelago between 369.945 Km and 370.000 Km and having an area of approximately 1,162.6m <sup>2</sup> for the purpose of Rural Fire Shed in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> :					

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council			
<div>B. Make an application to the Minister and the Governor for approval to acquire part Lot 5405 DP 1244970 Land fronting Ryrie Street, Michelago between 369.945 Km and 370.000 Km and having an area of approximately 1,162.6m<sup>2</sup> by compulsory process under section 186(1) of the Local Government Act 1993;</div> <div>C. Classify the land as operational land in accordance with the Local Government Act 1993;</div> <div>D. Note that this acquisition is not for the purpose of resale; and</div> <div>E. Authorise CEO to sign any documentation required for this Acquisition process.</div> <div>Moved Deputy Mayor Miners                      Seconded Councillor Corbett                      CARRIED</div>			
<b>Notes</b> <b>09 Jun 2025</b> No further update at this point. <b>08 May 2025</b> Escalation discussion with Transport for NSW (TAHE & UGL) scheduled for May 2025. <b>03 Apr 2025</b> PWA negotiating with TfNSW on Council's behalf - ongoing <b>31 Jan 2025</b> No further update <b>28 Nov 2024</b> Negotiations with TfNSW ongoing. <b>29 Oct 2024</b> Ongoing negotiations with TfNSW / TAHE underway. Public Works acting on Council's behalf. <b>31 Jul 2024</b> No further update. <b>28 Jun 2024</b> No further update. <b>05 Jun 2024</b> Prompts to TfNSW/TAHE for progress continue. Note: This is a different matter to the Ryrie St/Micalago Road land acquisition; however, there is a common Transport NSW (railway) land parcel involved in both matters. <b>30 Apr 2024</b> No further update <b>02 Apr 2024</b> No further update <b>28 Feb 2024</b> No further update.			

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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**31 Jan 2024**  
TfNSW/UGL has been a very difficult landowner to negotiate with and the Michelago RFS Land Acquisition matter has been exceedingly protracted. Note: This is a different matter to the Ryrie St/Micalago Road land acquisition; however, there is a common Transport NSW (railway) land parcel involved in both matters.

**12 Dec 2023**  
TfNSW/UGL has been a difficult landowner to negotiate with - Escalation to Minister will be actioned in early 2024 if recent prompts do not agitate progress.

**30 Oct 2023**  
PWA requested URGENT update from TfNSW. Matter has stalled with TfNSW.

**28 Sep 2023**  
Project considerably delayed. TfNSW advised that new rail corridor manager (UGL) has been appointed. Under the management contract, UGL is required to follow the TfNSW Divestment Procedure – which involves two briefing notes to be signed-off by TfNSW. UGL is currently preparing the BNs. Compensation of land has been agreed in-principle at \$12,500 + disturbance items totalling \$5,480 (to be disputed). Awaiting further advice from TfNSW.

**31 Aug 2023**  
No further update at this point.

**31 Jul 2023**  
TfNSW notified that their second valuation confirms market value as \$12,500. PWA have notified TfNSW that amount would likely be acceptable to SMRC on the basis of market fluctuations occurring during the time between the date of the two valuation reports. , SMRC are currently awaiting provision of the reassessed market value amount (and the accompanying evidence – e.g the valuation report) from TfNSW so that it can be formally considered and, if acceptable, a revised letter of in-principle offer would be issued to TfNSW. , TfNSW's property sector appear to have resourcing issues that are presenting structural delays, which in turn impede the acquisition process moving forward with efficiency.

**29 Jun 2023**  
Compensation offer made to TfNSW. Offer disputed/rejected by TfNSW – awaiting further response and/or counter offer. Terms within s29 Agreement under negotiation – Public Works Advisory are awaiting TfNSW response.


**26 May 2023**  
Disappointingly TAHE are now seeking to both step away from the joint independent valuation & to elevate the acquisition base price by around 260% (\$11500 inc GST to \$41250 inc GST). A teleconference between both Valuers has been convened to discuss the contents of each report with a view to reaching an agreed outcome.

**20 Apr 2023**  
January 2023 PWA sent to TAHE - Section 29 Agreement - RE: Railway land disposal at Michelago

**30 Mar 2023**  
PWA authorised to proceed with agreement and on an agreed amount of \$11 500 to TfNSW in compensation for land. Awaiting Plan of Acquisition from Surveyor.

**01 Mar 2023**  
No further update this this point.

**29 Jan 2023**

<b>Date From:</b> <b>Date To:</b>	01/01/1900 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b>		Ordinary Council	

A - In progress. TfNSW have indicated that they will accept the valuation provided, accepting that this was a joint valuation instruction from SMRC & TfNSW. Formal letter of offer to be tabled by SMRC, as Acquiring Authority, to TfNSW in regards to compensation, per LAJTC Act. B - Pending completion of negotiations related to A. C - No action needed. D - No action needed. E - Ongoing as the acquisition process progresses.

**29 Nov 2022**  
Meeting held with TfNSW/TAHE 25/11/22 to address the TfNSW concern that the independent valuation (\$11,500) figure is too low. Council's position is that the valuation methodology has been applied correctly in line with the statutory public purpose aspects as required by the Just Terms Act. TfNSW to review further, with their response pending.

**31 Oct 2022**  
Council advocating (via PWA) for TfNSW to take a balanced approach to compensation given that the acquisition is for a RFS shed combined with the TfNSW's requirement for easement and covenants containing the subject land; the planned use is aligned with the highest and best use of the subject land for public utility/service purposes.

**03 Oct 2022**  
Valuation feedback received and in review.

**31 Aug 2022**  
Valuation actioned and payment for this service aspect approved. PWA progressing the matter.

**26 Jul 2022**  
A - Plans of Acquisition have been registered with LRS, valuation still to be completed. B - Dependant on A. C - No action needed.

**05 Jul 2022**  
A - No further update, PWA still awaiting valuation. B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**30 May 2022**  
A - No further updates. B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**04 May 2022**  
A - Awaiting valuation results, email sent to PWA requesting update for this matter. B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**01 Apr 2022**  
A - Awaiting valuation to be complete. B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**02 Mar 2022**  
B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**24 Jan 2022**  
A - SMRC reviewing PWA recommendation for valuation. B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**16 Dec 2021**  
A - PWA reviewing valuation service quotes. B - Awaiting completion of A. C - No action required. D - No action required. E - As required.

**15 Sep 2021**



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council	

PWA received consent letter and plans with approval stamp from Transport For NSW (Railway), PWA will progress the matter with John Holland Rail, still on track for delivery by end of 2021 (PWA advised).

**17 Aug 2021**

PWA advise project is still on track for deliver before end of year. PWA waiting for response from UGL Regional Linx.

**02 Aug 2021**

Advice received from UGL Regional Linx takeover of John Holland. PWA advised acquisition should be complete before Jan 2022 take over.

**04 Jul 2021**

No further update at this point.

**06 Jun 2021**

No further update at this point.

**27 Apr 2021**

No further updated at this stage.

**23 Mar 2021**

The survey plan has been prepared by PWA to enable the acquisition process to continue.

**02 Mar 2021**

No further update.


**02 Feb 2021**

No further update.

**28 Jan 2021**


Nov 2020 A to C - This process will take approximately 18 months., Oct 2020 A to C - Acquisition process underway. D&E - Will be adhered to throughout this process., Sept 2020 A to C - Survey Plan Quote to be received shortly., Aug 2020 A to C - Acquisition process underway. Research has to take place to find gazette notices, survey plans to be prepared etc. D&E - Will be adhered to throughout this process., Jul 2020 A to C - Acquisition process underway. D&E - Will be adhered to throughout this process., Jun 2020 A to C - The Acquisition process will begin, this is a lengthy process as all items take place under strict timelines. D&E - Complete.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
7/05/2018	<b>162/18</b>	Coordinator Land & Property	Infrastructure	30/06/2025	Outstanding
<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> <b>COUNCIL RESOLUTION</b> <span style="float: right;"><b>162/18</b></span> That Council 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.					


<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council			


<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 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>			
<b>Moved Councillor Castellari</b>	<b>Seconded Councillor Beer</b>	<b>CARRIED</b>	

<b>Notes</b>
<b>09 Jun 2025</b> No further update at this point.
<b>08 May 2025</b> Letter to Crown to be issued by 31 May 2025, with the full map listing of Crown Road segments to be transferred to SMRC.
<b>03 Apr 2025</b> Preparing letter to Crown Lands Requesting transfer of relevant segments of Crown road, along the constructed Barry way corridor, to Council
<b>12 Mar 2025</b> Part B and E of Resolution - Segments of Crown Road corridor existing over constructed Barry way have been identified. Letter of request is in draft requesting the transfer of these Crown Road segments to Council.
<b>31 Jan 2025</b> No further update
<b>28 Nov 2024</b> No further update at this point.
<b>29 Oct 2024</b> No further update
<b>31 Jul 2024</b> No further update.
<b>28 Jun 2024</b> No further update.
<b>04 Jun 2024</b>

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p>No further update <b>30 Apr 2024</b> No further update <b>02 Apr 2024</b> Process underway to identify sections of Barry way suitable to request transfer from Crown Lands. <b>28 Feb 2024</b> Progress requires budget certainty, which remains pending. Note: The active Council resolution does not mandate any land acquisition and corridor alignment specific to Eagle View Lane or Bungarra Lane. <b>31 Jan 2024</b> Progress requires budget certainty, which remains pending. Note: The active Council resolution does not mandate any land acquisition and corridor alignment specific to Eagle View Lane or Bungarra Lane. <b>12 Dec 2023</b> Progress requires budget certainty, which remains pending. Note: The active Council resolution does not mandate any land acquisition and corridor alignment specific to Eagle View Lane or Bungarra Lane. <b>30 Oct 2023</b> No further update <b>28 Sep 2023</b> No further update <b>30 Aug 2023</b> Progress requires budget certainty, which remains pending. Note: The active Council resolution does not mandate any land acquisition and corridor alignment specific to Eagle View Lane or Bungarra Lane. <b>31 Jul 2023</b> Progress requires budget certainty, which remains pending. Note: The active resolution does not mandate any aspects specific to Eagle View Lane or Bungarra Lane. <b>29 Jun 2023</b> No further update. <b>26 May 2023</b> Progress requires budget certainty, which remains pending. Note: The active resolution does not mandate any aspects specific to Eagle View Lane or Bungarra Lane. <b>28 Apr 2023</b> Progress requires budget certainty, which remains pending. Note: The active resolution does not mandate any aspects specific to Eagle View Lane or Bungarra Lane. <b>30 Mar 2023</b> No further update. <b>01 Mar 2023</b></p>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p>No further update at this point.</p> <p><b>29 Jan 2023</b> No further update at this point.</p> <p><b>29 Nov 2022</b> No further update at this point.</p> <p><b>31 Oct 2022</b> Progress requires budget certainty, which remains pending. Note: The active resolution does not mandate any aspects specific to Eagle View Lane or Bungarra Lane.</p> <p><b>03 Oct 2022</b> No further update at this point in time.</p> <p><b>31 Aug 2022</b> Confirmation of budget availability sought internally.</p> <p><b>26 Jul 2022</b> No further update.</p> <p><b>05 Jul 2022</b> No further update.</p> <p><b>30 May 2022</b> No further update.</p> <p><b>04 May 2022</b> No further update.</p> <p><b>01 Apr 2022</b> No further update.</p> <p><b>02 Mar 2022</b> C - Site inspection successful, reached agreeance with both parties. G - Funding source to be investigated further. A, B, D, E, F - No further updates.</p> <p><b>24 Jan 2022</b> C - Site inspection successful, reached agreeance with Barry party, awaiting response from Stevens Party. G - Funding source to be investigated further. A, B, D, E, F - No further updates.</p> <p><b>16 Dec 2021</b> Site Meeting Scheduled for 16/12/2012.</p> <p><b>25 Nov 2021</b> C - Site meeting to be held as part of negotiations for Eagleview lane realignment from Barry Way to Mowamba River, no further update for at this point for balance of resolution.</p> <p><b>28 Sep 2021</b></p>		

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p>Awaiting response from Eagleview Lane landholder addressing negotiated terms of land transfer (fencing request).</p> <p><b>07 Sep 2021</b> Negotiations being conducted with landholder - Eagleview lane. Confirmation from planning sent to landholder, trying to reach outcome for second request. Contact has been made with surveyor, plans and progress information received 06/09/2021. Review to be conducted to find out where we are at and what the next step forward is for the overall matter.</p> <p><b>02 Aug 2021</b> Planning has responded to Land &amp; Property Team. Land &amp; Property Officer will make contact with landholder to advise outcome and how to move forward.</p> <p><b>04 Jul 2021</b> Follow up tabled to the Coordinator Development in relation to landholder queries which are linked the progression of this matter.</p> <p><b>06 Jun 2021</b> No further update at this point.</p> <p><b>05 May 2021</b> No further update at this point.</p> <p><b>31 Mar 2021</b> No further update at this point.</p> <p><b>01 Mar 2021</b> A&amp;C - Further follow up email (3/2/021 LB) has been sent to landowner on Eagle View Lane requesting contact be made with Council to discuss the way forward. B - Application is being prepared to apply for sections of Crown Road to be transferred to Council. 4/2/21 Query tabled to Coordinator Development relaying landowner query.</p> <p><b>02 Feb 2021</b> A&amp;C - Follow up email has been sent to landowner on Eagle View Lane requesting that he contact the Land and Property Officer to discuss the way forward. B - Application is being prepared to apply for sections of Crown Road to be transferred to Council.</p> <p><b>28 Jan 2021</b></p>		


<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b> Ordinary Council	<p>Nov 2020 A&amp;B - Waiting on response from landowner who does not live locally. C - Letters are currently being prepared to commence negotiation with landowners adjoining Barry Way on Cobbon Hill. A quote has been sought from Public Works Advisory to carry out the compulsory acquisition of Crown land on Cobbon Hill., Oct 2020 A&amp;B - Surveyor has provided necessary information which has now been provided to the land owner. Provision of this information will now allow 'C' to be completed., Sept 2020 A&amp;B - Surveyor has addressed questions relating to the plan at the intersection of Eagle View Lane. The landowner was notified and again posed a number of questions. Most of these have been answered and the answer to the last question will be provided this week. C - Negotiation will commence next week with landowners adjacent to Cobbon Hill. This section of realignment of the Barry Way will involve compulsory acquisition from the Crown. D - This project has been divided into sections so that the surveyor completes the survey work as Council is ready to address each section. E - The section of the Barry Way which passes through Crown land without a road reserve is at the southern end and will be addressed as that stage is reached., Aug 2020 A&amp;B - Surveyor has notified Council that due to workload this plan may take a little longer. C - Landowner has been notified that there is a delay involved in obtaining the information that they have requested. E to G - Ongoing., Jul 2020 A&amp;B - Surveyor has been requested to provide the plan for the second section which will involve Eagle View Lane. C - Landowners have been notified that Council is waiting on plan. E to G - Ongoing., Jun 2020 The draft plan may be expected. The landowner is waiting on this information before proceeding. A - Survey is being done in sections. B - Request for sections of Crown road to be transferred to Council will be carried out at the end of the project. C - Negotiations with landowners are ongoing. D - See 'A' above. E - Acquisition will be carried out as necessary when the plan for individual sections is finalised. F&amp;G Ongoing., May 2020 The surveyor has promised to have the draft plan with the area of road to be closed and the area of the area to be acquired marked on the plan sent to Council within the next week. This plan will then be sent to the landowner., Apr 2020 Contacted the landowner on Eagle View Lane who has requested information. He wants to know how much land Council will require for the road and how much land he will receive in compensation. Will there be sufficient space for him to construct an eco-hut. The surveyor has been requested to calculate the area of both areas so that an accurate answer can be provided., Mar 2020 In view of the fact that the landowner has not contacted the Land and Property Officer to date a letter has been sent asking him to contact the Land and Property Officer to discuss his consent to the creation of the road reserve over the road in its current location through his property., Feb 2020 The Land and Property Officer met with the landowner and he said he will respond after consultation with his wife., Jan 2020 Waiting on response from landowner on Eagle View Road. He resides in Tasmania.</p> <p><b>03 Oct 2018</b> Kleven Spain engaged to carry out survey.</p> <p><b>27 Aug 2018</b> Surveyor selected and work to progress shortly.</p> <p><b>07 Aug 2018</b> Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2019 To: 31 Dec 2019</p> <p><b>02 Aug 2018</b> Call for expressions of interest from local land surveyors. Submissions currently being considered.</p> <p><b>23 Jul 2018</b> 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><b>11 Jul 2018</b> Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7.</p>	

Date From:01/01/1900

Date To:09/07/2025

IN-PROGRESS ACTIONS REPORT

Committee:Ordinary Council



SNOWY MONARO

REGIONAL COUNCIL

21 Jun 2018

Revised Target Date changed by: Lyn Bottrill From: 06 Jun 2018 To: 06 Jun 2019

21 Jun 2018

Draft specification with Group Manager Transport and Infrastructure for approval.

04 Jun 2018

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.

23 May 2018

Specification being developed to seek quotations from suitably qualified land surveyors.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
5/04/2018	118/18,119/18	Coordinator Land & Property	Infrastructure	30/06/2025	Outstanding

Proposed Road Closure & Sale of old Lions Park at Bombala

COUNCIL RESOLUTION118/18

That Council;

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;

B. Engage the services of a land surveyor to provide a plan for the boundary adjustment;

C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property;

D. Readvertise the property on the open market for auction with an appropriate reserve; and

E. Make the Report public once the matter is settled.

Moved Councillor Stewart

Seconded Councillor Ewart

CARRIED

COUNCIL RESOLUTION119/18

That Council;

A. Thank Mr Alcock and Mr Jardine for their dedication to preserving this heritage building and its contents; and

B. Regretfully reject the offer to transfer Lot 6 Section 42 DP 758776 to Council.

Moved Councillor Beer


Seconded Councillor Ewart

CARRIED


Notes

09 Jun 2025

Real estate agent engaged for 8 week marketing campaign & sale of 1 High St Bombala / Lot 1 DP 1267506; auction scheduled to occur in August 2025.

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p><b>08 May 2025</b> No further update at this point in time.</p> <p><b>03 Apr 2025</b> Selection of Real Estate Agent underway by invitation of appraisals</p> <p><b>31 Jan 2025</b> No further update</p> <p><b>29 Nov 2024</b> Workflowed into Land &amp; Property task schedule for action in 2025.</p> <p><b>29 Oct 2024</b> No further update</p> <p><b>31 Jul 2024</b> As legacy land title matters are now resolved, it is intended to action the sale later in 2024/25 period.</p> <p><b>28 Jun 2024</b> Sale of land to be scheduled in 2024/25.</p> <p><b>04 Jun 2024</b> No further update at this point in time.</p> <p><b>30 Apr 2024</b> No further update</p> <p><b>02 Apr 2024</b> No further update</p> <p><b>28 Feb 2024</b> A. Completed; B. Completed ; C &amp; D Pending action - Disposal; E. Will be actioned at appropriate time.</p> <p><b>31 Jan 2024</b> No further update.</p> <p><b>12 Dec 2023</b> No further update.</p> <p><b>30 Oct 2023</b> No further update</p> <p><b>28 Sep 2023</b> No further update</p> <p><b>30 Aug 2023</b> No further update at this stage</p>		



<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>		 <b>SNOWY MONARO</b> REGIONAL COUNCIL
	<b>Committee:</b> Ordinary Council		

**31 Jul 2023**  
No further update at this stage.

**30 Jun 2023**  
Review of suitability of original resolution to be undertaken (Item D & E) in terms of best result for Council, given the present economic and housing needs environment.

**29 Jun 2023**  
No further update at this stage

**26 May 2023**  
No further update at this point.

**28 Apr 2023**  
Review of suitability of original resolution to be undertaken (Item D & E) in terms of best result for current needs of Council

**30 Mar 2023**  
Title search received - Now Lot 1 DP 1267506 - Road restriction removed - lot established - ready to proceed., COUNCIL RESOLUTION 118/18, That Council;, 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; - COMPLETE, B. Engage the services of a land surveyor to provide a plan for the boundary adjustment; - COMPLETE - PLAN REGISTERED - ROAD RESTRICTION REMOVED, C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property;; D. Readvertise the property on the open market for auction with an appropriate reserve; and, E. Make the Report public once the matter is settled.

**01 Mar 2023**  
No further update at this point.

**29 Jan 2023**  
No further update at this point.

**29 Nov 2022**  
No further update at this point.


**31 Oct 2022**  
No further update at this point.

**03 Oct 2022**  
No further update at this point.

**31 Aug 2022**  
A to C - Complete, road closure complete. D&E - Review of suitability of the final element to be undertaken.

**26 Jul 2022**  
No further update.

**05 Jul 2022**

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
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Road closure complete, review of suitability of original resolution to be undertaken.

**30 May 2022**  
No further update.

**04 May 2022**  
A - Complete. B - Complete. C - Boundary Adjustment Complete. D - Pre-sale assessment to be completed May 2022. E - Awaiting full completion of ‘A to E’.

**01 Apr 2022**  
No further update.

**02 Mar 2022**  
No further update.

**24 Jan 2022**  
A&B - Completed. C - Completed. D&E - ‘A’ & ‘B’ now complete, process of sale will be initiated in a timely manner.

**15 Dec 2021**  
A&B - Surveyor advised plans have been registered with LRS, awaiting title advice from solicitor. C – Completed. D&E - Dependant on ‘A’ being completed.

**12 Nov 2021**  
A - All requisitions from LRS have been resolved, final plans for road closure are awaiting LRS registration. B - Surveyor will advise when plans have been registered. C - Boundary adjustment paperwork complete, sale of property is dependent on ‘A’ being completed. D&E - Dependant on ‘A’ being completed.

**28 Sep 2021**  
Partial Closure Of High Street Bombala Gazetted, 11R form for removing notation from title signed and lodged with LRS, requisitions received from LRS via surveyor these are currently being addressed.

**01 Sep 2021**  
No further update.


**29 Jul 2021**  
Followed up with surveyor John Kleven and was advised he was sending updated plan to LRS and he will advise once plan has been registered with LRS.

**04 Jul 2021**  
LRS advice is that as due to Lot 9 DP 995614 being a limited title the compiled plan does not comply with current compiled plan guidelines thus a plan of survey is required; being progressed.

**03 May 2021**  
No further update at this point.

**23 Mar 2021**  
No further update on this item due to waiting for reply from LRS.

**24 Feb 2021**  
Target date now 30 June 2021, Waiting for return of lodged documents from LRS.

<b>Date From:</b> <b>Date To:</b>	01/01/1900 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<b>Committee:</b>		Ordinary Council	

**02 Feb 2021**  
No further update.

**28 Jan 2021**  
Nov 2020 C - Solicitor is preparing documents to have a certificate of title (CT) created over the portion of the road to be closed so consolidation can take place. Recent verbal feedback from NSW Land Registry Services to the surveyor indicates that a further survey of the original lot may need to occur to complete the registration due to the age of the original plan's survey. This will be reviewed once the CT has been assigned., Oct 2020 A - Finalised. B - Finalised. C - Solicitor is preparing documents to have a CT created so consolidation can take place. D - Once notified of completed registration the property can be placed on the open market. E - To take place at completion of 'D', Sep 2020 C - Consolidation Plans lodged, surveyor has advised that a CT was not created and the solicitor is now preparing this so that registration can take place., Aug 2020 C - Finalised. D - Finalised. C - Consolidation Plans lodged, Surveyor is following up on progress of same. D - Once notified of completed registration the property can be placed on the open market. E - To take place at completion of 'D', Jul 2020 C - Consolidation Plans received from Surveyor and signed by CEO, returned to Surveyor for lodging for registration of same. D - Once notified of completed registration the property can be placed on the open market. E - To take place at completion of 'D', Jun 2020 E - Finalised. F - Finalised. C to E - Still waiting finalised consolidation plans from surveyor for this item to be completed. Have sent numerous email requests to Surveyor., May 2020 Surveyor again requested to provide the final plan, no response and will continue to follow up. This plan is in draft form with the Surveyor and would not be cost effective to engage another surveyor to finalise the plan., Apr 2020 Email sent to Surveyor requesting a definite date for plan to be registered. Surveyor advised he will review the current draft of this consolidation plan this week and submit for Registration., Mar 2020 Followed up with Surveyor and was advised this item is going to be delayed due to the large scale workload he has in place., Feb 2020 Followed up with Surveyor and was advised this item is going to be delayed due to the large scale workload he has in place., 15 Jan 2020 The Surveyor has advised that he is hoping to have the consolidation plan ready for the end of January 2020.

**05 Oct 2018**  
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.

**03 Oct 2018**  
Action reassigned to Janine Hudson by: Janine Hudson

**03 Oct 2018**  
Notifications sent out to commence road closing.

**27 Aug 2018**  
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.

**02 Aug 2018**  
Spoke to surveyor this week and he has promised to get the plan to me within the week.

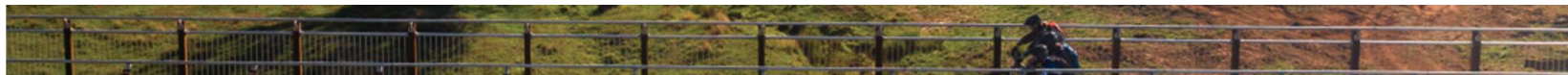
**23 May 2018**

<b>Date From:</b> 01/01/1900 <b>Date To:</b> 09/07/2025	<b>IN-PROGRESS ACTIONS REPORT</b>  <b>Committee:</b> Ordinary Council	 <b>SNOWY MONARO</b> REGIONAL COUNCIL
<p>Waiting on plan.</p> <p><b>23 Apr 2018</b></p> <p>Revised Target Date changed by: Lyn Bottrill From: 16 Apr 2018 To: 30 Jun 2018</p> <p><b>23 Apr 2018</b></p> <p>Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available. 14/5 - Waiting on plan.</p>		



## Briefing for Incoming Councils

October 2024 – June 2025



## Councils Briefing – Objective and Overview

### Briefing Objective:

1. Understand what CRJO is, how it came about and CRJO's governance framework
2. Understand how CRJO delivers against its legislated mandate, being the three principle functions of:
  - strategic planning priority setting
  - intergovernmental collaboration, and
  - shared leadership and advocacy

### Briefing Overview:

- What CRJO does:
  - **core business:** members' regional collaboration meetings
  - **advocacy:** for the region and for the local government sector
  - **regional planning** and contributions to others' regional plans
  - **member joint projects** and services including cost savings case studies



## Joint organisations' legislated mandate...

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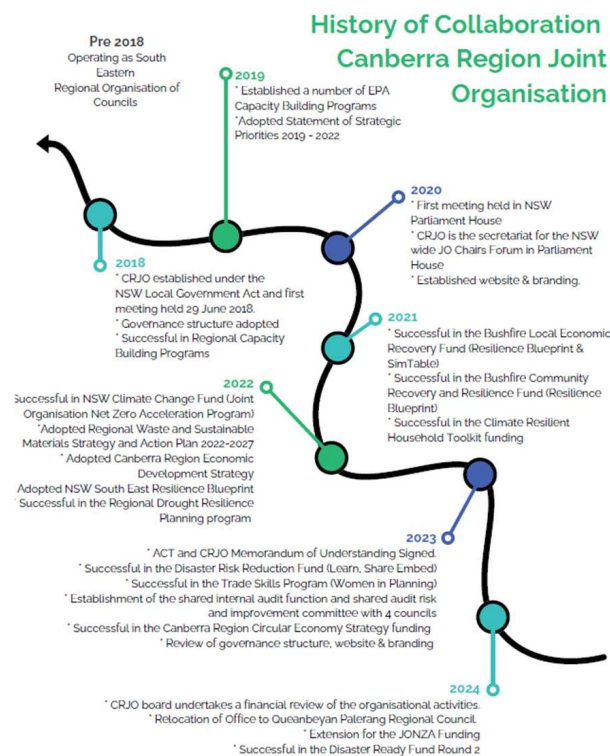
Joint organisations are required under the *Local Government Act 1993*

All NSW regional councils are proclaimed as members of a joint organisation (by regulation since 2018)

The Act directs that a joint organisation has the following principle functions:







CRJO have received ongoing funding from the NSW EPA on a number of waste related projects within the Regional Funding from 2018 - current. Annual projects have included: household chemical cleanout, community recycling centre education, bin trim, food donation, scrap together and business food waste.



## Core business: CRJO Board Meetings

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- quarterly meetings
  - attendees:
    - mayors and general managers of eleven member councils,
    - ACT Government chief minister or delegate (associate member),
    - Canberra Airport CEO or delegate (affiliate member),
    - NSW Premiers Department regional director (non-voting board member),
    - NSW Cross Border Commissioner (observer),
    - NSW Office for Local Government council engagement manager (observer)
    - Regional Development Australia Committee Southern NSW & ACT chair and CEO (observers)
  - hosted by CRJO members in their local area on a rotational basis
  - local members of parliament, state and federal, in location where board is being held are invited
  - guest speakers from state and federal government departments including relevant ministers or shadow ministers and other guest speakers relating to strategic regional projects and advocacy priorities
  - standing items: executive officer report, finance report, audit committee minutes, governance report, regional projects status update, joint member working groups reports, advocacy report, correspondence, policies updates, executive officer performance plan and review, joint organisations chairs forum minutes, annual performance report
- 



## Core business: General Managers Advisory Group

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- attendees:
  - general managers of eleven member councils
  - ACT Government representative
  - Office for Local Government representative
- meetings scheduled to occur between board meetings, 4 times per year in-person or online
- guest presenters in areas related to CRJO operational or strategic regional priority areas
- general managers advise CRJO executive officer and staff on:
  - advocacy, planning and projects, existing and proposed before formal consideration of the board
  - proposed external grant applications prior to submission
  - operational matters



## CRJO Member Councils Joint Working Groups

- ✓ Directors or practitioners in specific areas of council operations form working groups to share information, undertake training and development, problem-solve, provide professional peer support, engage with other levels of government and/or deliver joint projects.
- ✓ Each joint working group is sponsored by a council general manager, chaired by a council director or manager and sets its own terms of reference
- ✓ CRJO staff collate a quarterly report of joint working groups' activity for board meetings



## How CRJO fits...



## Advocacy: why important?

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Advocacy to progress the needs of our region and the local government sector is an important aspect of all joint organisations' work.








As well as being one of the legislated principle functions of joint organisations, the joining up of eleven council members together with our non-council CRJO members, the ACT Government and Canberra Airport:










1. lends significant weight as a collective voice,
  2. is an effective way of advocating, and
  3. is efficient for those we are advocating to, making it easier for them to engage with our message.
-

## Advocacy: how do we do it?



## Advocacy: 2025 CRJO board meeting at NSW Parliament

8.30am	Arrive at NSW Parliament House, Preston Stanley Room		
9am	MEETING COMMENCES		
9am		Mr Justin Clancy MP	Member for Albury
9.15am		Dr Joe McGirr MP	Member for Wagga Wagga
9.30am	Comfort Break (15mins)		
10am		Ms Steph Cooke MP	Member for Cootamundra
10.15am		Mrs Wendy Tuckerman MP	Member for Goulburn
10.30am	Morning Tea Break (15mins)		
10.45am	CRJO Board Meeting (1hr 45mins)		
12.30pm	Lunch (30mins)		
1pm		The Hon. Paul Scully MP	Minister for Planning and Public Spaces
1.30pm		The Hon. Tara Moriarty MLC	Minister for Agriculture Minister for Regional NSW
	Launch of Digital Resilience Blueprint for SE NSW		
2pm		The Hon. Janelle Saffin MP	Minister for Recovery

2:30pm		The Hon Chris Minns	NSW Premier
2.45pm		The Hon. Jenny Aitchison MP	Minister for Roads, Minister for Regional Transport
3pm		The Hon. Stephen Kamper	Minister for Lands and Property Minister for Sport Minister for Jobs and Tourism
3:15pm		The Hon. Jihad Dib	Minister for Emergency Services
3.30pm		Afternoon Tea attended by Dr Michael Holland MP, Member for Bega	
		The Hon. Mark Speakman MP	Leader of the Opposition
3.45pm		The Hon. Scott Farlow	Shadow Minister for Planning and Public Spaces
4.15pm		The Hon. Ron Hoenig MP (Host)	Minister for Local Government
4.45pm		The Hon. Steve Whan MP	Member for Monaro Minister for Skills, TAFE and Tertiary Education
5pm	MEETING CONCLUDES		

## Advocacy: recent CRJO submissions and hearings

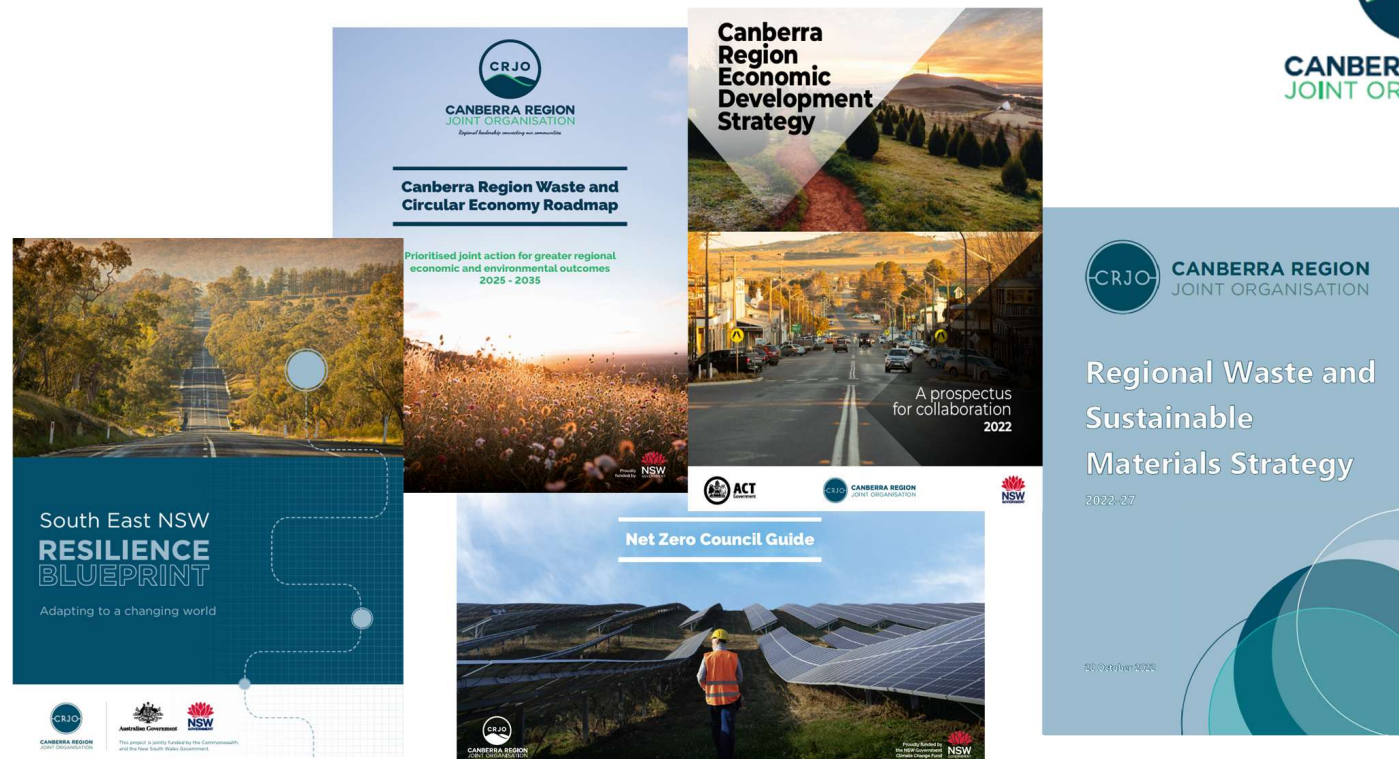
ORGANISATION	TOPIC	RESULT
NSW Parliamentary Joint Select Committee	Protecting local water utilities from privatisation	CRJO gave evidence at public hearing Legislation passed to protect local water utilities from privatisation
Australian Government	Inquiry into the implications of severe weather events on the national regional, rural and remote network	CRJO gave evidence at public hearing
NSW Parliament Public Accounts Committee	Inquiry into assets, premises and funding of the NSW Rural Fire Service	CRJO gave evidence at public hearing Changes to NSW Audit Office findings re qualified audits Changes to legislation agreed by NSW Government
NSW Productivity Commission	Review of funding models for local water utilities	CRJO round table with Productivity Commissioner, recommendations for improved options for councils as Local Water Utilities
Australian Parliament's House of Representatives Standing Committee on Regional Development, Infrastructure and Transport	Inquiry into local government sustainability	CRJO gave evidence at public hearing
NSW Parliament	Inquiry into the ability of local government to fund infrastructure and services	CRJO gave evidence at public hearing NSW Government response and commitments
NSW Environment Protection Authority	Proposed mandated collection of source-separated food organics and garden organics	Awaiting outcome
NSW Environment Protection Authority	Review of the NSW Environment Protection Authority waste levy	Awaiting outcome
Transport for NSW	South East and Tablelands Strategic Regional Integrated Transport Plan and its predecessor regional transport plan	Amendments to regional integrated plan being considered





## CRJO Regional Strategies and Plans

Canberra Region Joint Organisation develops regional plans directly and inputs to regional plans being developed by other bodies



## Regional Projects

### Joint procurement      Waste projects



CRJO has jointly procured contractor services for various waste initiatives on behalf of our member councils:

- kerbside bin contents audits
- Household Chemicals Cleanout events at Community Recycling Centres

By joining up, councils save on contractor costs and, for some councils, they are able to undertake initiatives that they would not be able to do at all on their own.



## Regional Projects

### **Joint procurement**



### **Audit, Risk and Improvement Committee and Internal Audit**

CRJO ran an expression of interest process with our member councils in 2022 for the engagement of independent audit committee members and internal audit staff under a shared arrangement.

Three member councils currently participate and share costs for delivery of their internal audit function and sitting fees for independent committee members for their audit, risk and improvement committees, with CRJO managing contracts and administratively supporting these services.

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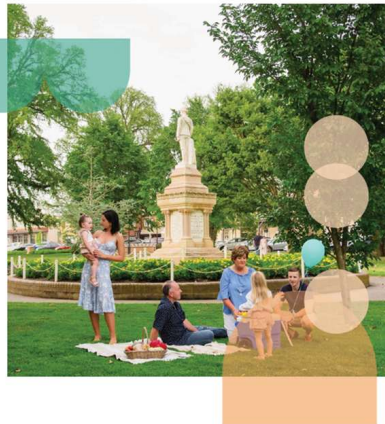
## Regional Projects

### Joint procurement



Canberra Region Joint Organisation  
Regional Community Strategic Plan

February 2022



#### Community Strategic Plans

For the past three council terms, CRJO has jointly procured the services of a consultant to assist with the cost-effective preparation of draft community strategic plans for our member councils. Initially, three councils participated, then seven and, ahead of the latest council elections, all ten core member councils participated.

The CRJO Regional Community Strategic Plan project undertakes community engagement and a review of councils' community strategic plans in preparation for incoming new councils each term. This project helps councils meet their legislative obligation to review and adopt a new community strategic plan by June of the year following each council election.

By joining up, councils save significant funds on consultants for delivery of their community strategic planning review.

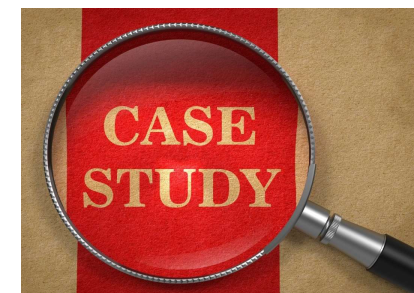


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#### Significant cost savings for councils:

\$150,000 total cost  
\$50,000 state-government funding

Snowy Monaro contribution =  
\$8,540 (compared with approx.  
\$90,000 if procured individually)



## Regional Projects

### Sustainability

## Canberra Region Circular Economy Roadmap



### Circular Economy and Waste management

- \$ 1.2 M funding provided by Regional NSW
- Project included:
  - Regional Material Flow analysis: estimating regional waste flows
  - Provided input for detailed Business Case development:
    - Construction& Demolition Waste
    - Organics (Food/Garden/etc)
    - Plastics
  - Draft Waste and Circular Economy Roadmap 2025-35

### Next Circular Economy steps:

- Finalise the Roadmap
- Adoption including by ACT
- Progress the Business Cases
- Revisit MOU to improve regional collaboration

FIGURE 7: SHARED OPPORTUNITIES FOR THE CANBERRA REGION





## Regional Projects

### Sustainability

#### Capacity Building Contaminated Lands Management



##### **Capacity Building for Contaminated Lands Management**

- Provided support and capacity building
- Increased LGA's compliance capability to regulate UPSS (Underground Petroleum Storage Systems) and contaminated land management issues
- Regular regional meetings, workshops and trainings

##### **Outcomes**

- Provided a Model Contaminated Land Management Policy
- Provided policies and procedures to comply with legislation
- Supported Councils with the regulation of UPSS
- Improved knowledge to deal with contaminated land management issues

##### **Continued support**

- CRJO is providing additional support with left over funding in 2024-2025, including:
    - Helpdesk support for contaminated land management issues
    - Additional training in each LGA
-

## Regional Projects

### Sustainability

## Joint Organisation Net Zero Accelerator (JONZA) program



#### Service sustainability

- Building councils' readiness to reduce greenhouse emissions from their operations
- Preparing councils for legislated emissions reduction targets
- Secured funding for JONZA year 2

#### Resources Created

- Net Zero Council Guides
- 2024/25 Plan on a Page for Emissions Monitoring and Reporting

#### Capacity Building

- Tailored support
- Baseline research
- Weekly newsletter
- CRJO region road trip and webinars

#### Net Zero Weekly

A weekly compilation of Net Zero opportunities for the members of the CRJO



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#### Network Building

- JONZA Manager meetings & close collaboration with other regions
- Net Zero Working Group quarterly meetings with 21 council staff members from across the 11 member councils
- Building collaborative relationships between CRJO council teams to facilitate projects

## Case Study: 2024 electricity tariffs and retail pricing review

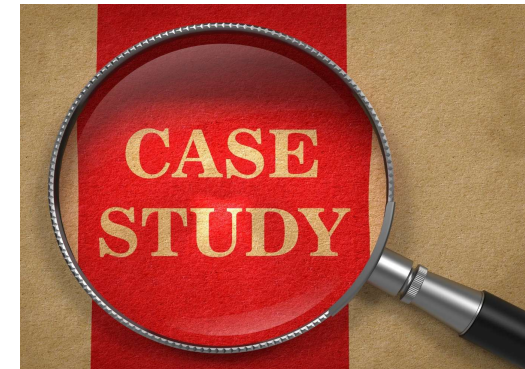
Council	Savings pa from tariff changes	# sites	Savings pa from disconnections	# sites	Savings pa from retail changes	Notes
Bega Valley Shire					-	
Eurobodalla Shire						
Goulburn-Mulwaree						
Hilltops					-	
Queenbeyan-Palerang					-	
<b>Snowy Monaro</b>	<b>\$ 47,535<sup>#</sup></b>	<b>31</b>	<b>\$ 5,959<sup>^</sup></b>	<b>15</b>	<b>\$180,000<sup>*</sup></b>	<b>Only retail for small sites examined - likely more savings to be found</b>
Snowy Valleys						
Upper Lachlan	-		-		-	
Wagga Wagga City					-	Retail not examined, rates are fairly reasonable
Wingecarribee	-		-		-	
Yass Valley						Only retail for small sites examined - likely more savings to be found
<b>TOTALS</b>	<b>\$341,089</b>		<b>\$42,473</b>		<b>\$979,163</b>	

### Realising the identified savings

<sup>\*</sup> Retailers rates change annually, Shell retail rates have more than doubled since 1 July 2024, but still lower than the AGL rates council was on

<sup>#</sup> Smart meters required to achieve savings, completed in March with estimated savings \$41,000 pa - there were a few sites where circumstances changed or there were issues with meter upgrades

<sup>^</sup> Disconnections requested of AGL (previous retailer) but some of the sites have made it onto the Shell account (new retailer). There are some additional sites since 2024 with no consumption that should be disconnected.





## Regional Projects

### Waste

#### Regional Waste and Resource Recovery Coordination

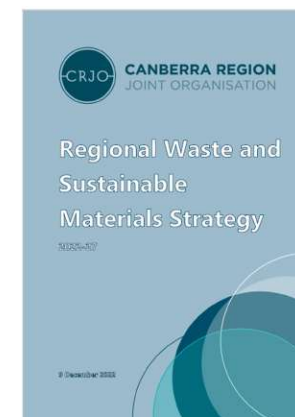
- Quarterly meetings with Council Waste Managers
- Regular meetings with Waste Educators
- Discussing regional waste management issues
- Sharing resources/procedures
- Provide timely updates on regulatory changes/ funding opportunities
- Apply for project funding

#### Strategic Work

- Regional Waste and Resource Recovery Strategy and Action Plan 2022-27
- CRJO Draft Circular Economy Roadmap 2025-2035
- Submissions to Waste Levy Review, FOGO mandate, IPART Waste ChargeS
- Advocated for extension of bushfire funding
- Active participant in NSW Regional Coordination Network

#### Regional Funding: funding yearly projects

- Waste Education in Schools
- Support Garage Sale Trail membership
- Plastic Free July



## Regional Projects

### Waste

#### Waste Education, Membership & Upskilling

**Organise yearly waste education in schools covering all CRJO councils**

- Delivering waste education sessions to 30 schools each year
- Increase knowledge of students
- Providing Teacher workshops on waste education

**Support yearly regional memberships for**

- Support Garage Sale Trail membership
- Plastic Free July



#### Upskilling

- Online regional presentations
- Provide: Waste Operations Training, Illegal Dumping Regulations etc.
- Organise visits: Goulburn 2024/Nowra facility 2023/ Woodlawn 2022
- Support access to Coffs Harbour Waste Conference
- 2024 > 30 officers have enrolled in fee free Cert 3 and Cert 4 in Waste Management

## Regional Projects

### Waste

### Household Chemicals Cleanout



#### **Organise yearly events throughout the CRJO region**

- Successfully requested 50% funding from the NSW EPA
- Delivered up to 17 Chemical Cleanout events events/year
- Promotion of events in local media
- Appropriate disposal of household chemicals
- Collecting 50-60 tonnes of chemicals each year



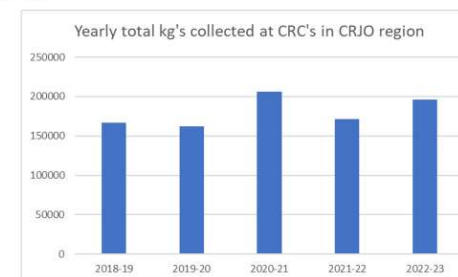
## Regional Projects

### Waste

## Community Recycling Centres Promotion

**Provide yearly promotion of CRC's in the CRJO region**

- Successfully attracted yearly funding from the NSW EPA
- Promotion of CRCs in local media, including radio, social media, cinema, events etc.
- Appropriate disposal of household chemicals via CRC's
- Implementation of small recycling stations in some councils



## Regional Projects

### Waste

## Food Waste Projects

### Food Donation Education Project 2020-2022

- Engaged with over 101 Charity organisations and 68 stores
- Connected local networks charities-supermarkets
- Increased Food Donations with an estimated 72 tonnes/year

### Continuation of Food Rescue in 2024-26

- \$ 165,000 of funding to increase regional food donation capacity
- Revisit the local networks
- Increase connections with food donors across the CRJO region

### Halve Food Waste Challenge 2024-2026

- CRJO secured \$ 200,000 of funding from the NSW EPA to increase food waste diversion from businesses
- Target to have 200 businesses sign up for the Halve Food Waste Challenge-aiming to halve the amount of food waste going to landfill
- Work with potential processors/service providers/councils to increase separate commercial food waste collection options in the region



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## Regional Projects

### Waste

## Bin Trim Project

### Bin Trim Project 2021-22

- Provided free waste assessments to 400 Businesses
- Provided \$70,000 rebate to businesses to improve waste infrastructure
- Achieved average increase in recycling rate of 54% in participating businesses
- Example: Monaro Timber received a \$ 28,000 rebate to purchase a briquette press to recycle wood waste saving 54 tonnes of waste/year going to landfill

### Bin Trim Network Project 2024-26

- Funding secured for Bin Trim Network Project
- Providing 200 assessments
- Focus on plastics, food waste and textiles in Healthcare, Charities and Local Clubs
- Working to get all Regional Hospitals assessed as part of the project

#### NSW EPA Bin Trim Program Key Achievements:

##### Monaro Timber and Joinery

- ✓ The business is now recycling 95% of their waste
- ✓ Customers love the eco-friendly briquettes
- ✓ Reduced vehicle emissions with fewer waste collection services
- ✓ Waste disposal costs now down to zero



## Regional Projects

### Waste

### Cross Border Illegal Dumping



#### NSW-ACT Cross Border Illegal dumping

- Improvement at illegal dumping hotspots
- Purchase of mobile cameras and drone system to improve surveillance capability in Yass Valley and Queanbeyan Palerang Regional Council
- Provided training to rangers on regulating illegal dumping
- Organising multi agency roadside enforcement campaigns along the Barton Hwy and in Queanbeyan on the Kings Hwy/Yass Road



## Regional Projects

### Disaster Preparedness

#### A permanent home for the Simtable

- At the conclusion of funded positions to run training and engagement with the Simtable, CRJO negotiated successfully with Reconstruction Authority to own and maintain the asset and make available for 4x joint organisations' member councils to use

### SimTable for the South East

#### Community Workshops

- The Simtable is a state of the art digital tool that can be used to engage communities in localised place-based emergency information sessions.
- The Simtable sessions helped communities better articulate their own and collective recovery needs, develop informed plans and identify any capability or capacity gaps.
- Engaged over **120+ stakeholders** in 2021/22
  - Regional communities
  - NSW RFS
  - Local & regional emergency management officers
  - University of NSW
  - Red Cross
  - Volunteers
  - ACT Rural Fire
  - NSW Joint Organisations





## Regional Projects

### Disaster Preparedness

## Identifying Vulnerable Contaminated Lands (BCRRF)



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Lotsearch undertook a spatial data mapping program to provide 10 Local Government Areas (LGAs) within the Canberra Region Joint Organisation (CRJO) a Contaminated Land Baseline Register.

Spatial data mapping program created a spatial dataset of known and potentially contaminated sites within the ten LGAs areas. This register will play a vital role in supporting councils to meet their key statutory functions and responsibilities around identifying potentially contaminated land.

#### Resources Created

- Contaminated Lands Baseline Register (Geodatabase)
- Contaminated Lands Baseline Register User Guide
- CRJO Spatial Data Mapping Program – Final Report
- Guide to Contaminated Land & Natural Disasters 2023

The *Guide to Contaminated Land & Natural Disasters 2023* aims to provide (see below):



Contaminated Lands Workshop (Goulburn) – 24th May 2022

## Regional Projects

### Disaster Preparedness

#### Digital Blueprint

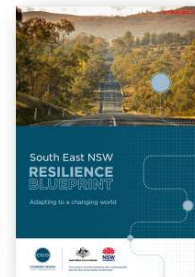
- Accessible and interactive web-based version of the Blueprint
- Local decision guides for each member council set out focus areas to prepare for, withstand and recover better from natural disasters

### A Blueprint for a Resilient South East NSW (BLERF & BCRRF)



#### Resources Created

- SE NSW Resilience Blueprint
- Local Decision Guides
- 5x Case Study Videos
- Critical Infrastructure Plan (Template)



#### Community & Council Workshops (For the development of the SE NSW Resilience Blueprint over 2022)

- 11x Framework Workshops (Community)
- 11x Framework Workshops (Council)
- 8x Embedment Workshops (Community & Council)
- 4x Stakeholder Events/Forums

Over **2000** community members, council staff and agency representatives provided input into the development of the SE NSW Resilience Blueprint.

## Regional Projects

### Disaster Preparedness

#### Regional Drought Resilience Plan Hilltops Council & Upper Lachlan Shire Council



The Hilltops Council & upper Lachlan RDRP was developed through inclusive and effective engagement with, and active participation of key regional community and industry stakeholders.

#### Resources Created

- Regional Drought Resilience Plan (Hilltops Council & Upper Lachlan Shire Council)



#### Implementation funding

- NSW Government funding has been announced for delivery of projects within the plan

## Regional Projects

### Disaster Preparedness



### Disaster Risk Reduction Fund Round 1 and Disaster Ready Fund Round 2



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#### Status

- Successfully finished DRRF Round 1
- Attracted DRF Round 2 grant for 2025 and 2026 delivery

#### Capacity Building

- Workshop held looking at how to embed resilience into Councils IP&R processes.

#### Recognition

This 8x JOs/ROC network project won a LGNSW Planning Award for embedding resilience into NSW councils, and sharing learnings to build more resilient communities

#### Resources Created

- Integrated Planning & Reporting Resilience Toolkit
- Regional (CRJO Specific) Gap & Opportunities Analysis Report
- Regional (6x JO's & 1x ROC) Gap & Opportunities Analysis Report



## Regional Projects

### Learning & Development

#### Certificates 3 and 4 in Waste Management

- CRJO has arranged for the 2025 delivery of Certificates 3 and 4 in Waste Management for member council staff



#### Women in Planning Trade Pathways Program



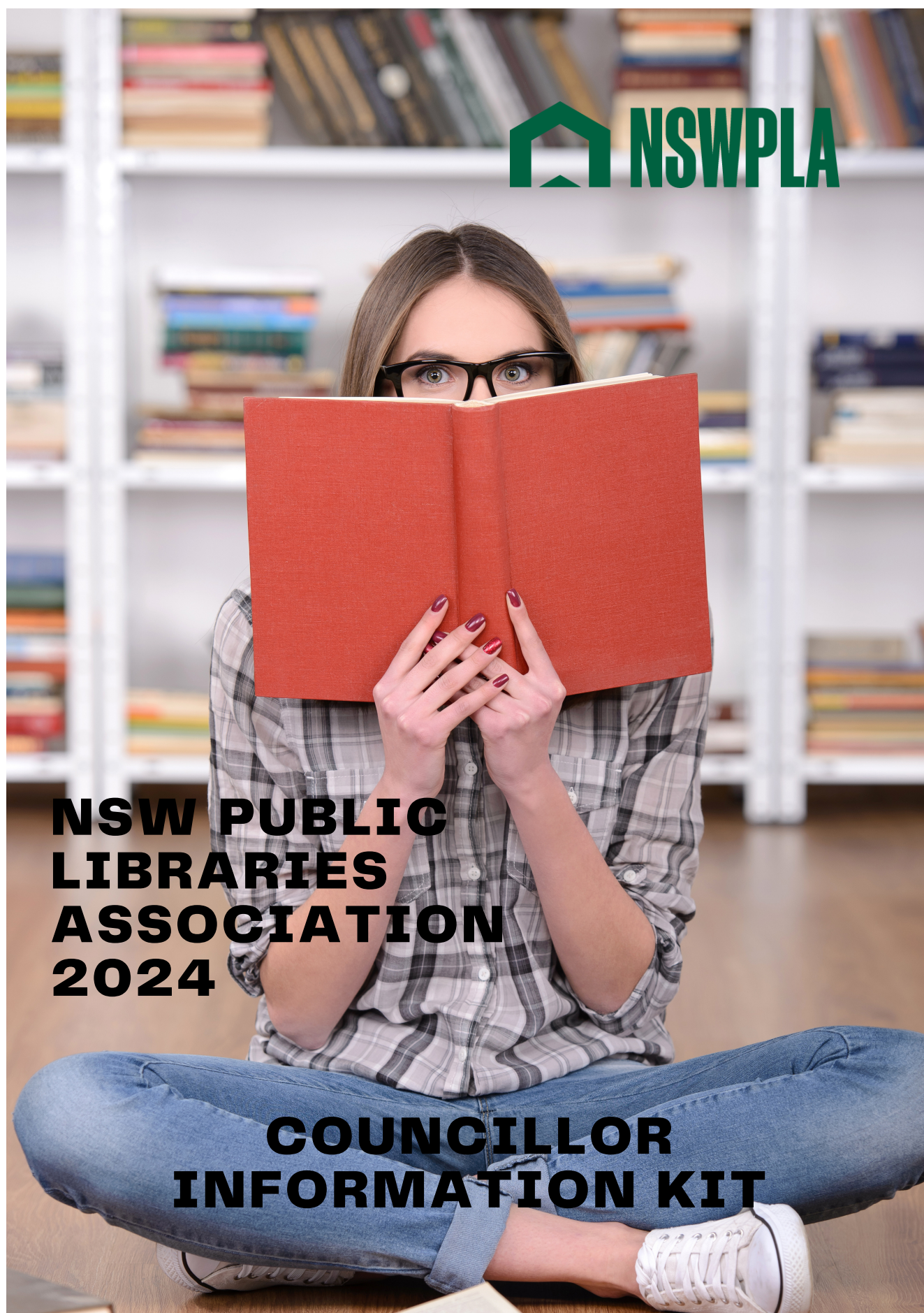
- 38 employees in member councils enrolled in a fully-funded program to commence their studies towards a planning-related qualifications

#### Capacity Building

- This project has allowed CRJO to provide a supportive environment for learners to come together and work on their studies with multiple study sessions having been offered in house over the past 12 months.
- More than half of original cohort have gone on to complete 6 units of competency towards a qualification







**The peak body  
for public  
libraries across  
NSW providing  
Advocacy,  
Network  
Opportunities,  
Professional  
Development,  
Collaboration  
and  
Recognition**

## About NSWPLA

NSWPLA is the only state based library association in Australia that was formed by councillors, includes councillors in its executive committee, and has a membership exclusively of councils. 100% of NSW councils are currently members of NSWPLA.

This point of difference provides NSWPLA with a broader political focus, including a strong relationship with Local Government NSW.

The Association depends on councillors for its ongoing prosperity, and strongly encourages the engagement of councils and councillors to support the betterment of the 362 libraries across the state.

The Renew Our Libraries funding campaign in 2018/19 resulted in an additional \$60m funding for NSW libraries over the 4-year period 2019/20–2022/23, the largest single increase in funding for NSW libraries since the introduction of the NSW Library Act in 1939.

## History

NSWPLA was formed in July 2014 when the former New South Wales Metropolitan Public Libraries Association (NSWMPLA) and the country association, Public Libraries New South Wales (PLNSW), amalgamated. The amalgamation was undertaken to strengthen the voice for public libraries in New South Wales.

PLNSW and NSWMPLA were based on two very different philosophies. The former was a political association that was established in 1989 (as the NSW Country Public Libraries Association – CPLA) when councillors voted to form an association to lobby the state government for a more equitable funding model for country libraries. NSWMPLA emerged from the Metropolitan Chief Librarians' Committee that had previously been the Sydney Chief Librarians' Committee. It was an association that provided professional support to the network through its working parties and publications.

NSWPLA was based largely on the constitution of PLNSW, as one of the main reasons for the amalgamation was to engage metropolitan councillors to add strength to the political voice for lobbying and advocacy – at that time a funding campaign prior to the 2015 NSW election.

NSWPLA is the only Australian state based library association that includes councillors in the structure of its Executive. Other state associations are professional organisations with a membership of library services rather than councils, reflecting the unique genesis of NSWPLA (through the formation of the CPLA). This point of difference provides NSWPLA with a closer affiliation with the 128 councils across NSW, and the advantage of the associated local government lobbying capacity to support political campaigns



## Role

NSWPLA is the peak body for public libraries across NSW. The role of the Association is to:

- Advocate and lobby for the NSW public library network
- Initiate strategic partnerships
- Champion the public library cause
- Build trust and support
- Provide relevant information
- Foster cooperation and collaboration
- Strengthen the public library network

## Membership

Full membership to the Association is open to all Local Government Councils in NSW that have adopted the NSW Library Act 1939. Whilst libraries and their services are a key focus of NSWPLA, it is Councils that are the members of the association. Councils provide the vast majority of funding for the provision of library services, and campaigning for better funding is a key role of NSWPLA. The Association currently enjoys 100% membership of NSW Councils, which provides a clear imprimatur for NSWPLA to represent the interests of NSW libraries as their recognised peak body.

## Membership Representation

There are three levels of NSWPLA representation:

- Elected representatives: Councillors, who can lobby government and make political comment to strengthen advocacy campaigns. They are also a key to strengthening the partnership of the Association with Local Government New South Wales (LGNSW).
- Council Management representatives, who provide the link from the Association into Council and can inform council of the work of the Association.
- Library Managers, who provide the professional advice that forms the basis for the work of the Association.

The membership is key to the success of the Association.

## Associate Membership

Associate Membership is open to any individual or organisation with an interest in the public library sector and community development.

## NSWPLA Executive Structure

As outlined in the [NSWPLA Constitution](#) Part 3 Clause15, the Executive comprises of:

- President
- Two Vice Presidents
- Two Library Managers
- Secretary/Treasurer

The Executive is elected from the member representatives in accordance with Clause 15(1) of the constitution. The President and Executive Officer represent NSWPLA on the [NSW Public Libraries Consultative Committee](#), a sub-committee of the Library Council of NSW.

## Executive Priorities

Executive continues to focus on the strategic growth and development of the Association.

Key areas of attention are:

- Fostering higher levels of engagement and participation by metropolitan councillors who had little involvement in the previous Metropolitan Public Libraries Association, which was primarily a professional organisation for library managers until its merger with the NSW Country Public Libraries Association in 2014 to form NSWPLA.
- Maintaining the current 100% membership of the Association by NSW councils through representation of the Executive at all meetings of the 8 NSWPLA Zones.
- Strengthening the strategic alliance between NSWPLA and Local Government NSW to further political capacity of the Association.
- Activating the key strategies of the NSWPLA Strategic Plan 2021-2025, Identity, Advocacy and Connections:
  - Identity – Strengthen the NSWPLA identity so that it projects one voice to members, stakeholders and communities raising the profile of public libraries across NSW.
  - Advocacy – Public libraries offer vibrant spaces in which all community members can meet, learn and play. They provide essential community learning and social services to every community in NSW.
  - Connections – Create and facilitate opportunities for members and stakeholders to collaborate, cooperate, and share experiences, knowledge, and ideas to ensure that NSW libraries have the capacity to meet the future needs of members and communities.
- Better articulating the Association's value proposition to its membership under the key headings of Professional Development, Advocacy and Strategic Partnerships by including opportunities for our member councils and their staff:

### Professional Development

- Annual SWITCH Conference
- Colin Mills Scholarship (biennial)
- Kath Knowles Emerging Leaders Award (biennial)
- Multicultural Excellence Awards (annual)
- Innovation and Outreach Services Awards (annual)
- Life Membership awards (annual)
- Recognition of retiring Library Managers (annual)

- The Reading Hour
- Summer Reading Club
- Provision of the Inclusion Resources Program for NSWPLA members
- Provision of the Basecamp electronic communications program to support more effective and inclusive interactions within NSWPLA Zones
- Provision of professional development support to staff of NSWPLA member councils to attend SLNSW offsite training opportunities

#### **Advocacy**

- Establishment and maintenance of a strong network of 8 geographic zones
- An Executive Committee that provides scope to include both elected and library manager representatives from across the state
- An Executive Officer who is employed to undertake a range of administrative, strategic, and support activities on behalf of the Executive Committee and broader membership
- Various campaigns as required including the Renew Our Libraries funding campaign

#### **Strategic Partnerships**

- Alliance with Local Government NSW
- State Library of NSW via representation on Public Libraries Consultative Committee
- Representation on the Australian Public Library Alliance (Sub Committee of Australian Library and Information Association)
- Membership of the Australian Libraries Copyright Council

## **Executive Officer**

NSWPLA contracts an Executive Officer to undertake the administration of the Association, including convening the annual SWITCH Conference. The Executive Officer role provides support to the Executive Committee and is a conduit between the Association and its members. There is an increasing focus on member services, acknowledging that NSWPLA members are the strength of the Association.

## NSWPLA Zones

The Association comprises eight (8) zones across the state:

- Central East Zone
- Central West Zone
- North East Zone
- South East Zone
- South West Zone
- Sydney North Zone
- Sydney South Zone
- Sydney West Zone

Each zone consists of member Councils as follows:

### Central East Zone

Central Coast Council  
Cessnock City Council  
Dungog Shire Council  
Lake Macquarie City Council  
Maitland City Council  
Muswellbrook Shire Council  
Newcastle City Council  
Port Stephens Council  
Singleton Shire Council  
Upper Hunter Shire Council

Moree Plains Shire Council  
Narromine Shire Council  
Oberon Council  
Orange City Council  
Parkes Shire Council  
Walgett Shire Council  
Warren Shire Council  
Warrumbungle Shire Council  
Weddin Shire Council

### Central West Zone

Bathurst Regional Council  
Blayney Shire Council  
Bogan Shire Council  
Bourke Shire Council  
Brewarrina Shire Council  
Broken Hill City Council  
Cabonne Shire Council  
Central Darling Shire Council  
Cobar Shire Council  
Coonamble Shire Council  
Cowra Shire Council  
Dubbo Regional Council  
Forbes Shire Council  
Gilgandra Shire Council  
Lachlan Shire Council  
City of Lithgow Council  
Mid-Western Regional Council

### North East Zone

Armidale Regional Council  
Ballina Shire Council  
Bellingen Shire Council  
Byron Shire Council  
Clarence Valley Council  
Coffs Harbour City Council  
Glen Innes Severn Council  
Gunnedah Shire Council  
Gwydir Shire Council  
Inverell Shire Council  
Kempsey Shire Council  
Kyogle Council  
Lismore City Council  
Midcoast Council  
Liverpool Plains Shire Council  
Nambucca Shire Council  
Narrabri Shire Council  
Port Macquarie– Hastings Council  
Richmond Valley Council

Tamworth Regional Council  
Tenterfield Shire Council  
Tweed Shire Council  
Uralla Shire Council  
Walcha Council

#### **South East Zone**

Bega Valley Shire Council  
Eurobodalla Shire Council  
Goulburn Mulwaree Council  
Kiama Municipal Council  
Queanbeyan–Palerang Regional Council  
Shellharbour City Council  
Shoalhaven City Council  
Snowy Monaro Regional Council  
Upper Lachlan Shire Council  
Wingecarribee Shire Council  
Wollondilly Shire Council  
Wollongong City Council  
Yass Valley Council

#### **South West Zone**

Albury City Council  
Balranald Shire Council  
Berrigan Shire Council  
Bland Shire Council  
Carrathool Shire Council  
Coolamon Shire Council  
Cootamundra–Gundagai Regional Council  
Edward River Council  
Federation Council  
Greater Hume Shire Council  
Griffith City Council  
Hay Shire Council  
Hilltops Council  
Junee Shire Council  
Leeton Shire Council  
Lockhart Shire Council  
Murray River Council  
Murrumbidgee Council  
Narrandera Shire Council  
Temora Shire Council  
Snowy Valleys Council  
Wagga Wagga City Council  
Wentworth Shire Council

#### **Sydney Northern**

City of Ryde Council  
Hornsby Shire Council  
Hunters Hill Council  
Ku-ring-gai Council  
Lane Cove Council  
Mosman Municipal Council  
North Sydney Council  
Northern Beaches Council  
Willoughby City Council

#### **Sydney Southern**

Bayside Council  
Burwood Council  
City of Canada Bay  
Canterbury–Bankstown Council  
Georges River Council  
Inner West Council  
Randwick City Council  
Strathfield Municipal Council  
Sutherland Shire Council  
Sydney City Council  
Waverley Council  
Woollahra Municipal Council

#### **Sydney Western**

Blacktown City Council  
Blue Mountains City Council  
Camden Council  
Campbelltown City Council  
City of Parramatta Council  
Cumberland Council  
Fairfield City Council  
Hawkesbury City Council  
The Hills Shire Council  
Liverpool City Council  
Penrith City Council

## NSWPLA Zone Contacts

### Central East

#### **Mala Scorse**

City of Newcastle  
Secretary  
[mscorse@ncc.nsw.gov.au](mailto:mscorse@ncc.nsw.gov.au)

### Central West

Katherine McAlister  
Macquarie Regional Library  
Secretary  
[Kathryn.McAlister@mrl.nsw.gov.au](mailto:Kathryn.McAlister@mrl.nsw.gov.au)

### North East

#### **Kathryn Breward**

Clarence Regional Library  
Joint Secretary  
[kathryn.breward@clarence.nsw.gov.au](mailto:kathryn.breward@clarence.nsw.gov.au)

### South East

#### **Pamela McGowan**

Queanbeyan-Palerang Regional Library  
Secretary  
[pamela.mcgowan@qprc.nsw.gov.au](mailto:pamela.mcgowan@qprc.nsw.gov.au)

### South West

#### **Carina Clement**

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### Sydney South

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### Sydney West

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Each Zone has a Chairperson and Secretary. The roles of the Chair and Secretary are pivotal to the success of the organisation and duties of the positions vary across the state depending on the zone requirements. In general, the Chair is the spokesperson for the Zone; is a strong advocate for libraries at local and state levels; works with the NSWPLA Executive on matters that require the input of the wider Association; and is a positive ambassador for the Zone, NSWPLA and libraries in general. The Secretary facilitates Zone meetings; acts as a contact and liaison point between the NSWPLA Executive and the Zone; provides information and support to the NSWPLA executive as required; represents libraries at the Zone level; and is also a strong advocate for the NSW public library network.

It imperative that Zone Presidents and Zone Secretaries are positive ambassadors for libraries within their electorates and zones, and across the wider library network supporting the purpose and values of NSWPLA.

## Legislative Framework

NSW public libraries are managed by local authorities (Councils) that have adopted the Library Act 1939. The State Library provides a range of services to public libraries including support and consultancy, as well as being the conduit between the NSW public library network and the state government through the NSW Public Library Consultative Committee.

If the local authority has adopted the Act, and operates its library service in accordance with the requirement of the Act, it is eligible for a subsidy administered by the Library Council of New South Wales. By observing the principles the legislation embodies, local authorities may also be eligible for other financial assistance from the State Government's funding programs. Local Libraries receive State subsidies and Library Infrastructure grants approved by the Minister on the recommendation of the Library Council.

## Amendments to the Library Act 1939, Section 10

The Library Amendment Act 1992 amended section 10 of the Library Act 1939. This section deals with the provisions in relation to public libraries. These amendments were introduced "to make further provisions with respect to the services to be provided free of charge by local libraries; and for related purposes". The amendments ensure that core educational and information services remain free of charge

## Public Library Funding

NSW Councils receive funds from the State Government to support the provision of library services across the state in accordance with the Library Act 1939 (NSW), however funding gradually declined over the 38 year period 1980 - 2018. In 1980, state funding met 23.6% of the total cost of operating the 373 public libraries across NSW. By 2016/17 the state contribution had reduced to meet just 7.04% of library operating costs. This was the lowest per-capita contribution of all states in Australia. The level of State Government funding for NSW public libraries reached crisis point in 2017 because the ongoing attrition of state funding for libraries had been ignored by successive NSW governments, leaving local government to bear an ever increasing funding burden.

NSWPLA launched its Renew Our Libraries Campaign in early August 2018 in partnership with Local Government NSW, NSW councils, their libraries and communities. NSW Labor had already committed to a \$50m increase in state funding at its election campaign launch in March 2018. The Liberal Party pledged a \$60m pledge by the end of August 2018, to be rolled out over the next term of government (2019-20 to 2022-23). Renew Our Libraries continued until the state election in May 2019 and relaunched in August 2019 with phase two of the campaign, focusing on the future sustainability of library funding through cost of living indexation and protection via inclusion of the new funding arrangements in library legislation.

As a result of the Renew Our Libraries funding campaign, the NSW Library Act 1939 legislates that \$2.85 per capita will be provided (by 2022/23) to each NSW Council to support its library services. Although this part of the funding formula is not indexed to population growth or the consumer price index (CPI), lobbying is currently underway to index and protect the funding (as discussed above).

Significantly, libraries have become a recognised default access point for online state, federal and often private enterprise services for communities across the state. With a 373-strong network of libraries across the state that all provide internet access, it is not surprising that libraries have assumed this role. In effect, public libraries are subsidising access and support to online services for a broad range of government and non-government enterprises in the absence of any financial contribution for staffing or infrastructure. Accordingly, the problem for NSW communities is that as online services grow and the capacity of libraries to meet the demand for online support diminishes, people who are socially, financially and/or digitally disadvantaged find themselves further isolated from online services.





## Contact

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For more information go to:  
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