



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
21 July 2022**

STATEMENT OF ETHICAL OBLIGATIONS

Councillors are reminded of their oath or affirmation of office made under section 233A of the Local Government Act 1993 and their obligations under the Council's code of conduct to disclose and appropriately manage conflicts of interest.

CONFLICTS OF INTEREST

A conflict of interest arises when the Mayor or Council staff are influenced, or are seen to be influenced, in carrying out their duties by personal interests. Conflicts of interest can be pecuniary or non-pecuniary in nature.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of a financial gain or loss.

A non-pecuniary interest can arise as a result of a private or personal interest, which does not relate to money. Examples include friendship, membership of an association or involvement or interest in an activity.

The Mayor or staff member who considers they may have a conflict of interest should read Council Policy.

The responsibility of determining whether or not the Mayor or Council employee has a pecuniary or non-pecuniary interest in a matter, is the responsibility of that individual. It is not the role of the Mayor or Chief Executive Officer, or another Council employee to determine whether or not a person may have a conflict of interest.

COUNCIL CODE OF CONDUCT

The Council Code of Conduct is a requirement of Section 440 of the Local Government Act 1993, which requires all councils to have a code of conduct to be observed by the Mayor and Council employees attending a Council meeting or a meeting of a committee of Council.

The code of conduct sets out the responsibilities of the Mayor and Council employees attending a Council meeting or a meeting of a committee of Council. The code also sets out how complaints against a Council employee, the Mayor or Chief Executive Officer are to be made.

COUNCIL CODE OF MEETING PRACTICE

The Council Code of Meeting Practice is a requirement of Part 2, Division 1 of the Local Government Act 1993, which requires all councils to have a code of meeting practice. The code of meeting practice is to be observed by the Mayor, members of staff, delegates of the Council and members of the public attending a Council or a meeting of a committee of Council.

Acknowledgement of Country

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

Webcasting

Council meetings are recorded and live streamed to the internet for public viewing. By entering the Chambers during an open session of Council, you consent to your attendance and participation being recorded and streamed on Council's website www.snowymonaro.nsw.gov.au

**ORDINARY COUNCIL MEETING
TO BE HELD IN JINDABYNE MEMORIAL HALL, THREDBO TERRACE, JINDABYNE NSW
2627**

**ON THURSDAY 21 JULY 2022
COMMENCING AT 1:00PM**

BUSINESS PAPER

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	<i>Item 13.1 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
13.2	CEO's Annual Review	
	<i>Item 13.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	

8.1 DEVELOPMENT APPLICATION - DA10.2022.180.1 CONSTRUCTION OF AN OPEN BAY SHED

Record No: I22/346

RECOMMENDATION

That pursuant to section 4.16(1)(a) of the *Environmental Planning and Assessment Act 1979 (as amended)* Council grants consent to DA 10.2022.180.1 for a Shed on Lot: 2 Sec: 12 DP: 758239, with conditions of consent attached to this report.

BACKGROUND

Applicant Number:	10.2022.180.1
Applicant:	Snowy Monaro Regional Council
Owner:	Snowy Monaro Regional Council
Property Description:	Lot: 2 Sec: 12 DP: 758239 - Eden Street, Cathcart
Zone:	RU5 - Village
Current Use:	Hall – Community Facility
Proposed Use:	Community Facility - Shed
Permitted in Zone:	Yes
Recommendation:	Approved Subject to conditions

The purpose of this report is to seek approval for development application DA 10.2022.180.1 for an open bay shed to be erected at the rear of the Visual Arts Hall in Cathcart. The proposed shed is to be erected on an existing concrete slab and will provide further shelter to a portion of the existing covered outdoor area making the space more usable.

The application is referred to Council for determination as the applicant for the application is Council.

Upon assessment, the assessing officer is satisfied that the development complies with the provisions of the Bombala Local Environmental Plan 2012 and Bombala Development Control Plan 2012 and it is recommended that approval be granted subject to conditions.

If Council decides to make a determination other than as included in the recommendation, it must follow the procedure adopted through resolution 18/18 on 15 February 2018.

RESPONSIBLE OFFICER: Chief Operating Officer

PROPOSED DEVELOPMENT IN DETAIL

The proposed development is for the erection of a new 9m by 4.81m open bay shed to be erected to the rear of the Visual Arts Hall. The development is proposing to use an existing concrete slab. The development is made of metal components.



Figure 1 – Location of the proposed building in relation to the existing hall marked in green.

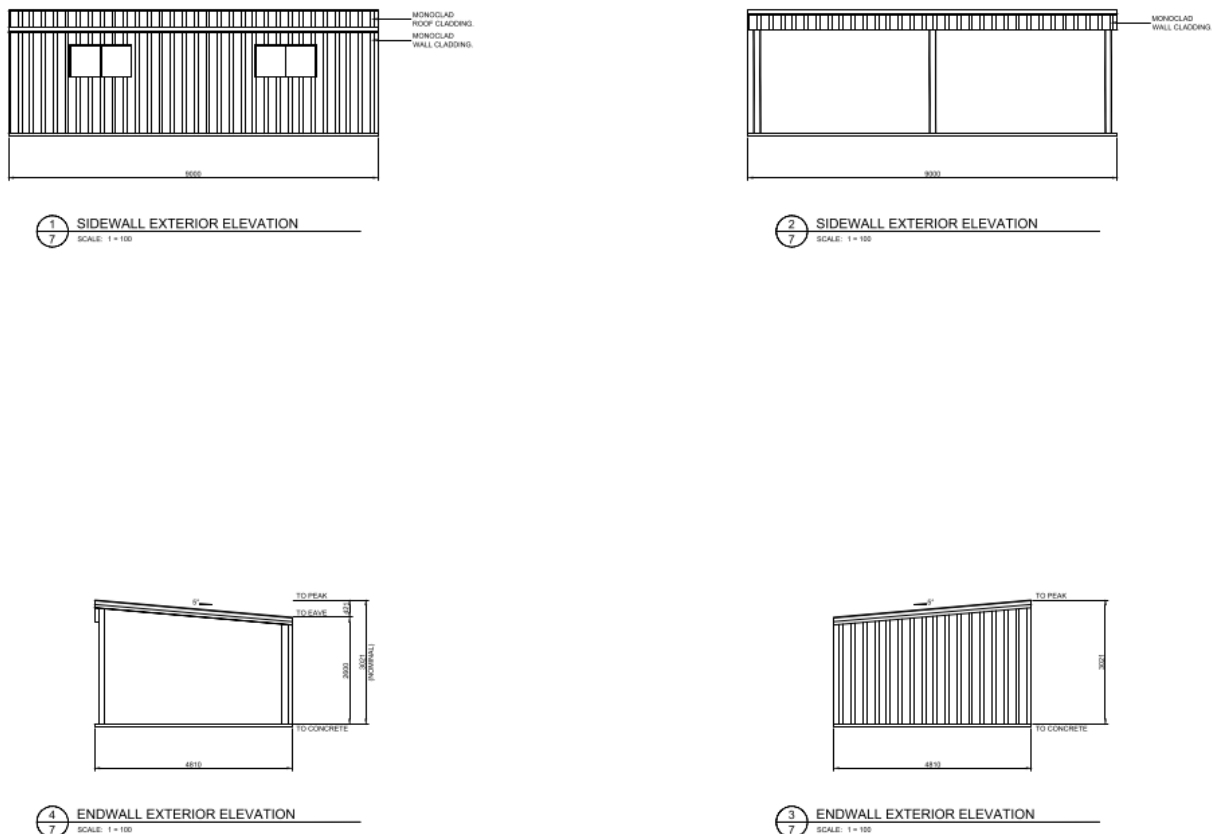


Figure 2 – Proposed structure.

SITE DESCRIPTION AND SITE HISTORY

The Cathcart War Memorial Hall was first built in 1939 and is now known as the Visual Arts Hall. The hall has two frontages, with its main frontage to Eden Street and a secondary frontage to Mead Street. The Eden Street façade is more detailed with visible amenities.

The Visual Arts hall is erected over two lots with the new proposed building to be wholly within lot 2 sec 12 DP 758239.

The site has an amenities block, playground, BBQ area, two large water tanks, raised vegetable garden beds, an open bay outdoor area that connects to the hall and a small storage shed. The lots behind the site contain a tennis court and stock yards.



Figure 3 – Subject Site.

8.1 DEVELOPMENT APPLICATION - DA10.2022.180.1 CONSTRUCTION OF AN OPEN BAY SHED



Figure 4 – Visual Arts Hall - Eden Street frontage.



Figure 5 – Visual Arts Hall when viewed from Mead Street.

8.1 DEVELOPMENT APPLICATION - DA10.2022.180.1 CONSTRUCTION OF AN OPEN BAY SHED



Figures 6 & 7 – Rear of the hall where the open shed is to be erected on the existing concrete pad.



Figures 8 & 9 – Further buildings and structures on the site.

Previous Development History

DA48/2015 – Refurbishment of kitchen, alterations to roof and associated structural work.

INTEGRATED DEVELOPMENT

The proposed development was reviewed against the relevant provisions of the EP&A Act 1979 to identify whether the application was integrated development. It is was not deemed to be Integrated Development under Section 4.46 of the Environmental Planning and Assessment Act 1979.

REFERRALS

No external referrals were required.

Internal Referrals

Section	Comments
Building Surveyor	Acceptable subject to conditions.

LEGISLATIVE REQUIREMENTS ASSESSMENT UNDER SECTION 4.15(1) OF EP&A ACT

As required by the Environmental Planning and Assessment Act, 1979, Section 4.15, the following relevant matters are addressed below:

- Suitability of the site;
- Environmental planning instruments (State Environmental Planning Policies, Local Environmental Plans);
- Draft environmental planning instruments;
- Development control plans;
- Likely Impacts of the Development - environmental (natural and built), social and economic;
- Any Planning Agreement or Draft Planning Agreement;
- The EP&A Regulations;
- Submissions; and
- Public interest.

The suitability of the site for the development:

The site is suitable for the development as proposed being, an addition to an existing community use building. The site is relatively flat with no impediment to the development as proposed. There is no significant vegetation on site and no clearing of vegetation is proposed to facilitate the development. The development being to the rear of the property has no impact on the streetscape. The subject site is not classified as bushfire prone land.

The provisions of any environmental planning instrument

State Environmental Planning Policies

No SEPPs apply to the assessment of this application.

Permissibility of the development under the Bombala Local Environmental Plan (LEP) 2012

- The subject land is zoned: Village – RU5.
- Definition of land usage under Bombala LEP 2012: Community Facilities.
- The proposal is permissible with development consent from Council pursuant to zone RU5 of the Bombala LEP 2012.
- The proposal is considered to be consistent with the aims and objectives of the plan.

The proposal has also been examined in detail against the provisions of the Bombala LEP 2012 and has been found to achieve an acceptable level of compliance. In the assessment of this application, the following provisions are of specific relevance:

Clause 5.10 Heritage conservation

The development is in proximity to Heritage item 117 – The Croft House. It is considered that there are no foreseen impacts on the nearby heritage item as a result of the proposed development.

Provision of any Proposed Planning Instruments

There are no proposed planning instruments applying to this site which are of relevance to the proposed development.

Assessment against the relevant provisions of Bombala Development Control Plan 2012 (as amended)

In the assessment of this application, the following DCP provisions are of relevance and have been assessed for compliance:

Provision	Response
INTRODUCTION	
1.4 Advertising and Notification Compliance is required against the provisions of the Snowy Monaro Regional Council Community Participation Plan	The application was not required to be notified.
2. SUSTAINABLE DESIGN	
2.1 Principles of sustainability	The development complies.
2.2 Settlement character statements 2.2.5 Cathcart <p>The historic village of Cathcart is located on Mount Darragh Road which connects Bombala to the coast. Originally called Taylor's Flat after it was settled in 1857 by James Taylor, Cathcart was once a thriving settlement that serviced the surrounding dairy farms with churches, sports facilities, hotels, shops and trades. A number of historic buildings remain including the heritage-listed Croft House. It now comprises two separate small lot subdivisions, one which straddles Mount Darragh Road and is partially developed and the other to the north that remains as farmland. Cathcart has a school of arts hall, service station and general store/postal agency to serve the small community. All houses are single storey and</p>	Complies - The proposed development is consistent with the settlement character statement by allowing the hall to service the community more efficiently.

of fibre-cement or timber construction set within large open yards. The settlement is surrounded by beef cattle and sheep grazing lands, at the edge of the South East Forests National Park which covers the Great Dividing Range.	
2.3 Site planning	
2.3.1 Site analysis	
Intent - the relationship of new development with the site, adjoining properties and the local community is considered in the site planning and design phase.	
P1 The site analysis establishes the development context by identifying and illustrating the key influences on the design, and how the proposed allotments and buildings will relate to each other and to the immediate surroundings	Complies -The proposed development is a shed that will be an extension to the existing building using an existing concrete slab. The footprint will have a slight increase but there will be no change to access, setbacks or existing facilities and therefore will have no additional impacts.
P2 The design of new development considers the uses of neighbouring sites, and potential constraints relating to overlooking, overshadowing, view retention, building bulk, landscaping and screening between the development and adjoining sites	Complies – The proposed development has minimal impact being to the rear of the building and will have no overshadowing, overlooking and view loss impacts. It requires no additional landscaping or screening to adjoining developments due to its bulk and scale.
P3 An analysis of the street character provides clues for successful integration, and influences site layout, landscape, alignment of buildings and the design of the proposed development in relation to the streetscape	Complies - The development site is relatively flat and the area set aside for the proposed shed which is on an existing slab. The fencing is already established. The proximity to the playground and other facilities ensure the proposed shed will not obstruct the safe and practical use of the additional infrastructure on the site.
2.4 Heritage conservation	Not applicable.
2.5 Environmental Management	Not applicable – not identified as Bushfire Prone, Flood Risk or as having any Biodiversity which would be impacted by the development.
2.6 Building Performance and Energy Efficiency	Not applicable – no requirements for a structure of this type.
4. BUILDING	
4.1 General provisions – all zones	

Section 4.1 General provisions applies to all new development that involves building or structures, including alterations and additions, in all zones in Bombala local government area.	
4.1.1 Building design	
P1 The frontage of buildings and their entries are readily apparent from the street	Complies - The existing building with have no changes proposed to the façade or entrances to the street and the development is at the rear of the site.
P2 Building height at the street frontage maintains a compatible scale with adjacent development	Complies - The development is consistent in height to the exiting building and is compatible with adjoining developments with no change to the frontage proposed.
P3 Buildings are designed to reflect relevant features of the prevailing character of surrounding attractive streetscapes, features and built form character that have been identified as part of the desired future character of the area	Complies - The shed height is 3m and will not able to be viewed above the existing building.
P4 Buildings are designed to enhance existing attractive built form character by translating the following characteristics found in the surrounding built form into innovative design solutions: - mass and proportion; - building materials, patterns, textures, colours, and decorative elements; - ground-floor height above natural ground level; floor to ceiling height; - roof form and pitch; - facade articulation, detailing, and window and door proportions; - verandahs, eaves and parapets; - driveway crossovers, fence style and alignment	Complies - The placement of the shed behind the main structure will ensure no negative visual impact.
P5 New development complements or enhances any treed landscape character of the area by: - providing sufficient open space for the planting of trees to complement the landscape character of the neighbourhood; - retaining and protecting existing vegetation where possible; - protecting neighbouring trees from damage to their root systems; - using building footing designs, where necessary, that allow root growth of large trees	Complies - The proposed location on the existing slab will not impact any current or future landscaping.
P6 The building design, detailing and finish	Complies - The proposal is to be finished in

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provide an appropriate scale to the street, add visual interest and enable differentiation between buildings when viewed from public streets	a similar material and colour to the existing open bay shed which is in line with the existing building therefore it will have no foreseen impact on the buildings visual interest.
P9 Existing buildings in sound condition that contribute to the streetscape character and items of heritage or conservation significance are retained, incorporated and sympathetically treated, where possible	Complies - The proposed shed is at the rear of the subject lot and sited behind the existing building.
4.1.2 Energy efficiency	Not applicable - No requirements for a structure of this type.
4.1.3 Stormwater management Intent - to ensure that stormwater is managed so that flows are maintained at pre-development levels and to supplement reticulated supplies.	Complies - All stormwater is to be managed on site via existing rainwater tanks.
4.1.4 Landscaping Intent - to ensure that landscaping enhances and contributes to the streetscape, the built environment and rural landscapes	Not applicable. No change to landscaping proposed or required.
4.1.5 Security Intent - to ensure that building design, the positioning of buildings and landscaping promotes the security of building occupants and their property, and the general safety of the community.	Complies - The proposed structure will not impact the security or safety of the site.
4.1.6 Land contamination Intent - to ensure that contaminated land is remediated to reduce the risk of harm to human health or any other aspect of the environment	Not applicable. The use of the site is not proposing to change with this development and the shed is to be erected without ground disturbance using an existing concrete slab.
4.1.7 Access driveways Intent - to ensure safe, practical and legal access to a development site appropriate to the location.	Complies - No additional works proposed, no changes to access are needed to facilitate the development.

Planning Agreements

There are no planning agreements or draft planning agreements applicable to this property.

Any matters prescribed by the EP&A Regulation 2000

Clauses 92(1), and 93 are not applicable to this application.

Submissions

The application was not required to be notified or advertised as such no submissions were received.

Public Interest

The proposal is not contrary to the public interest, as it complies with the Council's standards and will have minimal negative impacts. It is the augmentation of an existing community building which will have positive impacts for the community.

Impacts of the Development

Access, transport and traffic	No impact to existing access direct from Eden Street and Mead Street – no changes proposed.
Easements/88B Restrictions on Use	No impact.
Bushfire Assessment s4.14	Site is not classified as bushfire prone land.
Impacts on supply of utilities	No foreseen additional impacts.
Heritage	Whilst the site is not a heritage listed item, it is located in close proximity to Heritage Item 117 – The Croft House. Upon assessment it has been concluded that there will be no negative impacts to the subject item from the proposed development.
Natural and other land resources	The proposed development is considered unlikely to result in any significant impacts upon the supply of utilities within the locality.
Water supply and potential impacts on surface and ground water	No impact.
Soils	No impact.
Flora and fauna & Consideration of Threatened Species	No impact.
Waste facilities and controls	No foreseen additional impacts.
Energy efficiency and greenhouse gas emissions	No impact.
Noise and vibration	Minimal impact or disturbance expected as some noise will result from the construction of the proposed development. These impacts can be adequately managed through conditions of consent.

Safety, security and crime prevention	The development is not required to include any specific requirements for safety, security and crime prevention.
Social impact in locality	The additional facilities for the community will allow the current space to be utilized better allowing for improved facilities to be used for social and community events.
Economic impact in locality	The proposed development is not considered to have any negative economic impact on the locality and improved community facilities will support growth in the region.
Impacts during construction	While it is unlikely that the proposal will have any additional impacts conditions of consent to address use of power tools during construction to limit impact on neighbouring properties.
Impact on pedestrian movements and safety	No impact.
Mineral resources and/or deposits in the vicinity	No impact.
Impacts on aboriginal heritage	No impact.
Health Impacts of High Voltage Power Lines	No impact.

CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 4.15 of the Act, LEP, REP, DCPs, Codes and Policies.

In conclusion, it is considered that the proposal is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural and built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent listed below.

QUADRUPLE BOTTOM LINE REPORTING

1. Social

The proposed development is considered to have a positive social impact. Enabling better use of the existing community facility space.

2. Environmental

There are no foreseen additional environmental impacts associated with the proposal.

3. Economic

The proposed development is considered to have positive economic impacts allowing for a space that all members of the community can have the opportunity to access.

4. Civic Leadership

The application is referred to Council for determination rather than being determined by staff under delegation, as the application was lodged by Council staff. This is in accordance with Councils Policy – *Referral of Development Applications to Council*.

ATTACHMENTS

1. Draft Conditions of Consent - DA10.2022.180.1
2. Plans
3. Statement of Environmental Effects
4. Supporting document to Statement of Environmental Effects
5. Development Application Form

ADM_01 Endorsed plans and supporting documentation:

Development must be carried out in accordance with the following plans and documentation, except where amended by Council and/or the conditions of this development consent.

Plan No.	Plan Title.	Drawn By.	Dated.
	Site Plan	Snowy Sheds	Not dated
1 of 8	Floor Plan (Foundation Member Layout)	Fairdinkum sheds	02/05/2022
7 of 8	Shed Elevations	Fairdinkum sheds	02/05/2022

Document Title.	Prepared By.	Dated.
Statement of Environmental Effects	Pam Vipond	Not dated

In the event of any inconsistency between the approved plans and the supporting documentation, the plans will prevail.

Reason: It is in the public interest that work is carried out in accordance with the approved plans. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

ADM_03 Compliance with the Building Code of Australia

For the purposes of section 4.17(11) of the Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:

- a. that the work must be carried out in accordance with the requirements of the Building Code of Australia.

Note: In this condition, a reference to the BCA is a reference to that code as in force on the date the application for the relevant Construction Certificate is made

Reason: To ensure the development complies with the requirements of Clause 69 of the Environmental Planning and Assessment Regulations 2000, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended

PRIOR TO THE ISSUE OF THE RELEVANT CONSTRUCTION CERTIFICATE

PCC_06 Long service levy

In accordance with Section 6.8(1)(b) of the Environmental Planning and Assessment Act 1979, a Construction Certificate must not be issued until any long service levy payable under Section 34 of the Building and Construction Industry Long Service Payments Act 1986 (or where such levy is payable by instalments, the first instalment of the levy) has been paid. Council is authorised to accept payment. Where payment has been made elsewhere, proof of payment must be provided to Council.

PCC_07 Compliance with Australian Standards and Building Code of Australia

The development is required to be carried out in accordance with all relevant Australian Standards and the requirements of the Building Code of Australia. Details demonstrating compliance must be submitted to the Principal Certifying Authority prior to the issue of the Construction Certificate.

PCC_08 Information required prior to the issue of a Construction Certificate

The following documentation must be submitted to the satisfaction of the Principal Certifying Authority, prior to the granting of the construction certificate (where applicable):

- A. Detailed building plans and specifications containing sufficient information to verify that the completed building will comply with the Building Code of Australia and the relevant Australian Standards.
- B. A list of any existing fire safety measures provided in relation to the land or any existing building on the land (not applicable to dwellings or outbuildings).
- C. A list of any proposed fire safety measures provided in relation to the land or any existing building on the land (not applicable to dwellings or outbuildings).
- D. A report prepared by a professional engineer detailing the proposed methods of excavation, shoring or pile construction, and what measures are to be implemented to prevent damage from occurring to adjoining or nearby premises as a result of the proposed excavation works. (NOTE: Any practices or procedures specified to avoid damage to adjoining or nearby premises are to be incorporated into the plans and specifications for the Construction Certificate).

Structural engineering details or design documentation including details of the following where relevant:

- Reinforced concrete strip footings.
- Reinforced concrete raft slab.
- Suspended reinforced concrete slabs.
- Structural steelwork.
- Structural timber work exceeding the design parameters of Australian Standard AS1684-1999 "Residential timber-framed construction".
- Upper floor joist layout.
- Retaining walls.
- Roof trusses.
- Wall/roof bracing.
- The existing structure must be certified as being structurally adequate to carry out the proposed additional loadings.
- F. Method of protecting window/door openings as required by BCA Part
- G. Method of ventilating the basement car park. (Note: If mechanical ventilation is required, mechanical ventilation plans must be submitted that also confirm the minimum height clearance specified by AS 2890.1 – Car parking, will be achieved).

Reason: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended

PCC_31 Structural Engineering Inspection

Prior to the release of the Construction Certificate, a structural engineer is to inspect the existing slab and provided structural certification to the Principal Certifying Authority indicating that the slab is suitable to be used for the new shed.

PRIOR TO THE COMMENCEMENT OF WORKS

PCW_01 Prior to the commencement of works

No construction works approved by this consent are to commence unless the following have been satisfied:

- A. A Construction Certificate has been issued by a certifying authority.
- B. A Principal Certifying Authority has been appointed by the person having benefit of the development consent.
- C. A notice of commencement of building or subdivision works, and details of the appointed Principal Certifying Authority (in the event that Council is not

appointed), are issued to Council at least 48 hours prior to the commencement of works.

- D. The Principal Certifying Authority is notified in writing of the name and contractor license number of the owner/builder intending to carry out the approved works.

PCW_03 Erection of signage

A sign must be erected in a prominent position on any site on which any approved work is to be carried out:

- showing the name, address and telephone number of the certifying authority for the work;
- showing the name of the principal contractor (if any) for any demolition or building work and a telephone number on which that person may be contacted outside working hours; and
- stating that unauthorised entry to the work site is prohibited.

The sign must be maintained while the approved work is being carried out and must be removed when the work has been completed

Reason: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended.

PCW_16 Termite Control

Prior to the commencement of works, the Applicant will submit to the satisfaction of the PCA (i.e. Council or Private Certifier) documentation confirming the building will be protected from termite attack in accordance with the provisions of Australian Standard AS 3660.1. The submitted documentation will include:

- a) details of the proposed methods to be used; and
- b) certification of works performed;

A durable notice must be permanently fixed to the building in a prominent location, such as in the electrical meter box indicating:

- a) the method of protection;
- b) the date of installation;
- c) where a chemical barrier is used, its life expectancy as listed on the National Registration Authority label; and.

- d) the need to maintain and inspect the system on a regular basis.

NOTE: Under slab chemical treatment will not be permitted as the only method of treatment unless the area can be retreated without major disruption to the building.

PCW_21 Dial Before You Dig

Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995 (NSW). In addition the Dial Before You Dig enquiry must be current at the time of undertaking the construction activity in accordance with the requirements of the Infrastructure Asset Owner'.

DURING CONSTRUCTION

DC_01 Erosion and drainage management

Erosion and sediment control works must be implemented in accordance with the endorsed erosion and sediment control plan and maintained throughout the construction process.

Reason: It is in the public interest that the development works do not damage existing Council infrastructure and accordingly a record of existing conditions is required. Section 4.15(e) of the Environmental Planning and Assessment Act 1979.

DC_05 Use of Power Tools - Residential and Village Areas

The developer is to ensure that work on the development site by all persons using power tools and equipment is limited to the following hours:

Monday to Friday:	7.00am to 6.00pm
Saturday:	7.00am to 5.00pm
Sunday:	No work
Public Holidays:	No work

Reason: To ensure building works do not have adverse effects on the amenity of the area.

DC_06 Principal Certifying Authority

A Principal Certifying Authority appointed to replace another must ensure that notice of the appointment and of the approval of the appointment is given to the consent authority and Council (if not the relevant consent authority) within 48 hours of the appointment.

DC_07 Inspections

All mandatory inspections required by the Environmental Planning and Assessment Act 1979 and any other inspections deemed necessary by the Principal Certifying Authority must be carried out during the relevant stage of construction. Work must not proceed beyond each critical stage until the Principal Certifying Authority is satisfied that work is proceeding in accordance with this consent, the Construction Certificate(s) and the Act. Council must be given 48 hours' notice to undertake the inspections..

Reason: It is in the public interest that critical stage inspections be issued for these components of the development in accordance with Section 162A of the Environmental Planning and Assessment Regulations 2000 as amended.

DC_08 Items not to be placed on roadway

The following items must not be placed on the footpath, roadway or nature strip at any time throughout the construction process:

- building materials, sand, waste materials or construction equipment;
- bulk bins/waste skips/containers; or
- other items that may cause a hazard to pedestrians.

DC_09 Site maintenance

The principal contractor, owner-builder or any other person having benefit of the development consent must ensure that:

- approved sediment and erosion control measures are installed and maintained during the construction period;
- building materials and equipment are stored wholly within the work site unless an approval to store them elsewhere is held; and

- the site is clear of waste and debris at the completion of works.

Such measures will be in place throughout the construction process.

DC_11 Archaeology – Unexpected Finds

If any Aboriginal object(s) is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the applicant must:

- Not further harm the object(s).
- Immediately cease all work at the particular location.
- Secure the area so as to avoid further harm to the Aboriginal object(s)
- Notify Heritage NSW as soon as practical by calling 131 555 or emailing: info@environment.nsw.gov.au, providing any details of the Aboriginal object(s) and its location
- Not recommence any work at the particular location unless authorised in writing by Heritage NSW.

All Aboriginal cultural heritage items must be mapped as polygons on all subdivision and operational plans to ensure these areas are not inadvertently impacted.

If harm to Aboriginal objects cannot be avoided, an application for an Aboriginal Heritage Impact Permit (AHIP) must be prepared and submitted to Heritage NSW before work may continue.

In the event that skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Heritage NSW contacted.

DC_16 Cut and fill

Soil removed from or imported to the site must be managed in accordance with the following principles:

- A. All excavated material removed from the site must be classified in accordance with the Department of Environment, Climate Change and Water NSW's Waste Classification Guidelines prior to disposal to an approved waste management facility and reported to the Principal Certifying Authority.
- B. All fill material imported to the site is to wholly consist of Virgin Excavated Natural Material (VENM) as defined in Schedule 1 of the Protection of the Environment Operations Act 1997 or a material approved under the Department of Environment and Climate Change's general resource recovery exemption.

DC_23 Approved Plans on Site

A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification will be kept on the site at all times during construction and will be readily available for perusal by any officer of the Council or the PCA.

DC_24 Public Access and Site Security

It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied.

DC_25 Excavation

1. The developer is to ensure that at all times all excavations and backfilling associated with the development is executed safely and in accordance with professional standards.
2. The developer is to ensure that all excavations are properly guarded and protected at all times to prevent them from being a danger to life or property.
3. The developer is to ensure that if an excavation associated with the development extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made must:
 - a. preserve and protect the adjoining building from damage, and if necessary, underpin and support the building in an approved manner; and
 - b. at least 7 days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished.
4. The owner of the adjoining allotment of land is not liable for any part of the cost of the work carried out for the purposes of this clause, whether carried out on the allotment of land being excavated or on the adjoining allotment of land. An allotment of land includes a public road and any other public place.
5. The developer is to ensure that the toe of any embankment to a site excavation is a minimum 900mm from the external walls and graded to drain all surface water away from the building. The ground level adjacent to the building is to be no less than 150mm below the top of the reinforced concrete floor slab.

Reason: To ensure the development complies with the requirements of Clause 98E of the Environmental Planning and Assessment Regulations 2000, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended

DC_27 Revegetation Works

At the completion of site works the following landscaping works are to be carried out:

- a) all disturbed areas are to be weed free hay mulched.
- b) topsoil is spread over all disturbed areas with priority given to cut and fill batters;
- c) All disturbed areas are re-vegetated using drylands grass mix with a complete fertiliser;

PRIOR TO OCCUPATION OF THE BUILDING

POC_01 Occupation Certificates

The owner, principal contractor or owner-builder must meet all costs associated with the foregoing conditions which must be completed prior to the issue of the relevant Occupation Certificate, unless otherwise stated.

POC_09 Waste management

All refuse, spoil and/or material unsuitable for use must be removed from the site and lawfully disposed of upon completion of the building works and prior to the issue of the relevant Occupation Certificate.

ONGOING USE

OU_01 Occupation Certificate to be submitted

An Occupation Certificate must be obtained from the Principal Certifying Authority and a copy submitted to Council (if Council is not the Principal Certifying Authority) prior to the commencement of occupation, or use of the whole or any part of a new building, an altered portion of, or an extension to an existing building

Reason: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

OU_02 External lighting

At all times for the life of the approved development, all outdoor lighting must not detrimentally impact upon the amenity of other premises and adjacent dwellings and must comply with, where relevant, AS1158.3-1999 Pedestrian Area Category Pl Lighting, and AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting.

OU_05 Waste management

Provision for the storage of waste and recyclable materials, and the collection of waste and recyclable materials must be provided in line with the approved waste management plan or so that materials generated by the development are contained within the site.

Reason: To sure the site is kept in a safe and health condition and all materials are contained within the site.

OU_09 Tree preservation

A person must not ringbark, cut down, top, lop, remove, injure or wilfully destroy any tree to which any such development control plan applies, unless conferred by a development consent or a permit granted by Council.

OU_17 Roof Water

The developer shall ensure that all stormwater is directed from the roof to rainwater storage tanks.

OU_19 Rainwater Tanks

1. All fixtures connected to the supply system are marked 'RAINWATER'.
2. Rainwater tanks are de-sludged every three years.
3. For Non-Charged Systems rainwater tanks are to be fitted with a first flush device and filter sock to prevent potential contaminants from entering the tank.
4. For Charged Systems the charged line must have a flush out drain point.
5. Rainwater tanks are fitted with the following:

- a) Impervious covers and all access points, except for inlet and overflow, are fitted with close fitting lids.
- b) The inlet and overflow shall incorporate a mesh covering and/or strainer.
- 6. The tank is enclosed, and inlets screened, to prevent the entry of foreign matter and to prevent mosquito breeding.
- 7. The roof catchment area is to be kept clear of overhanging vegetation.
- 8. Pumps are to be covered or screened to avoid noise nuisances to neighbouring properties.
- 9. All storm water that is not collected by the tank is to be directed away from tank foundations, buildings or other structures onto gardens or into rubble pits or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.
- 10. Tank overflow is to be connected to a retention/infiltration device, swale, appropriate landscaping or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.

OU_28 External Finishes

The materials and colours of external features of any building, driveways, walkways or large paved areas shall be in colours that blend with the surrounding natural materials (e.g. olive or mist green, light or slate grey, light browns) and shall be non-reflective.

OU_35 Occupancy (Garages/Sheds Only)

The proposed structure is not approved for use as a separate occupancy or for sleeping accommodation.



SITE LOCATION AND DESIGN SPECIFICATIONS	
Site address	Eden St Cathcart 2632
Building Class	10
Importance Level	2
Wind Region:	Reg A
Terrain Category:	TCat 2.01
Design Wind Criteria	40.9
Snow Altitude	801m
Topography:	1
Internal Pressure Co-efficient	-0.455, 0.49
Site wind speed in m/s:	40.9
For your assurance we suggest that the suitability of the design factors be confirmed by site evaluation by a private building certifier or local council officer.	



9 Polo Flat Road, Cooma, NSW, 2630
P: 02 6452 7540 • F: 02 6452 7599 • E: admin@snowysheds.com.au
www.snowysheds.com.au



Rest assured we are



We use genuine

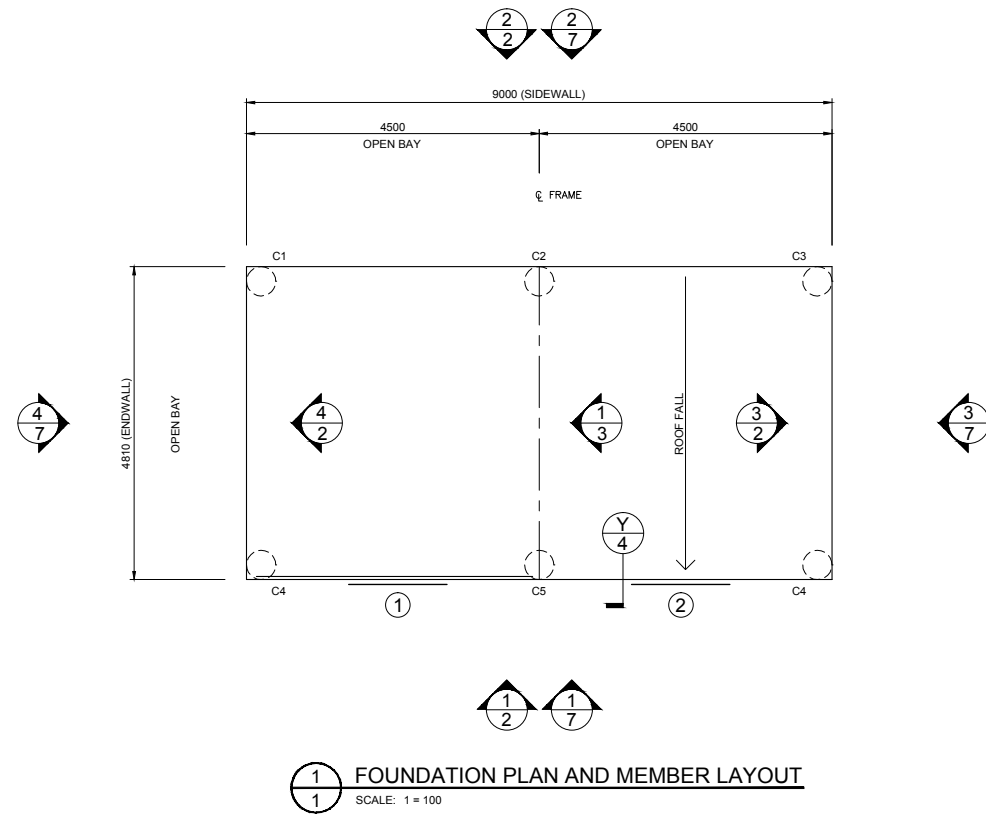


Australian steel provided by



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IF IN DOUBT, ASK.



MEMBER LEGEND

C1	C15019
C2	2C15015
C3	C15024
C4	C15012
C5	2C15012

ROOF STRAP BRACING TO BE CONNECTED TO THE PURLIN CLOSEST TO THE LINE OF THE END WALL MULLION
ROOF STRAP BRACING CAN BE PLACED FROM EITHER END OF THE BUILDING PROVIDING THE STRAP PATTERN REMAINS AS PER PLANS

DESIGNED FOR 1.564 kPa
GROUND SNOW LOAD

DO NOT SCALE THIS DRAWING. USE FIGURED DIMENSIONS ONLY. ALL DIMENSIONS TO BE VERIFIED ON SITE.

1 OF 8

SHEET

1

OF

8

DATE

2/5/2022

CHECKED

TM

DRAWN

FDS

STEEL BUILDING BY

(CONTACT)

SHED ELEMENTS PTY LTD T/AS SNOWY SHEDS

FOR

02 64527540

CATHCART SCHOOL OF ARTS

EDEN ST

CATHCART

AT

SHED SAFE

ACCOUNT

Civil & Structural Engineers
50 Punari Street
Currajong, Qld 4812
Fax: 07 4725 5850
Email: design@nceng.com.au
ABN 341 008 173 56

Regn. No. 2558980
Regn. No. 9985
Regn. No. 116373ES
Regn. No. PE0002216
Regn. No. CC5648M

Mr Timothy Roy Messer BE MIFAust RPEQ

Signature

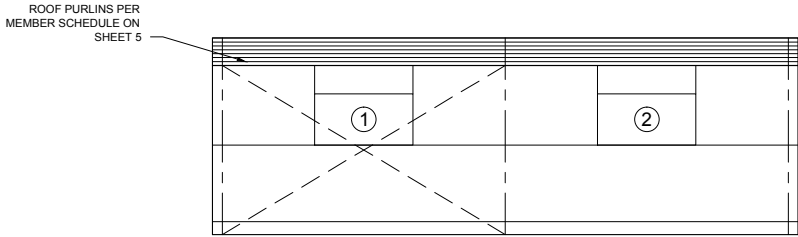
[Redacted Signature]

Date

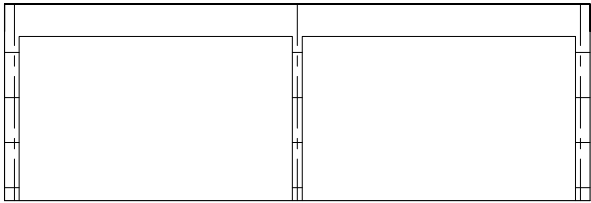
2/5/2022

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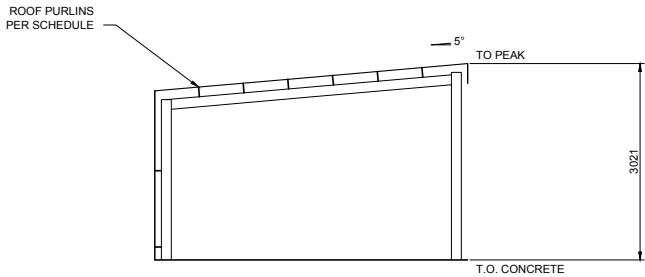
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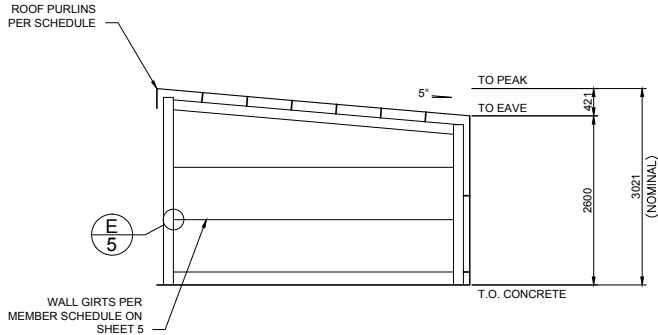
1 SIDEWALL EXTERIOR ELEVATION
2 SCALE: 1 = 100



2 SIDEWALL EXTERIOR ELEVATION
2 SCALE: 1 = 100



4 ENDWALL INTERIOR ELEVATION
2 SCALE: 1 = 100

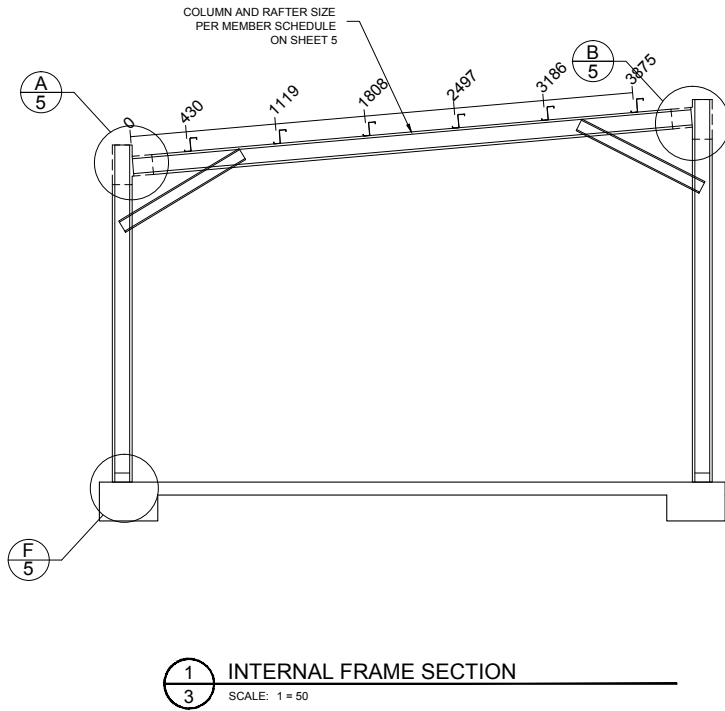


3 ENDWALL INTERIOR ELEVATION
2 SCALE: 1 = 100



X BRACING IS REQUIRED IN 1 BAY(S) (VARIOUS ROOF AND WALL LOCATIONS).
SEE LAYOUT OR PLANS FOR PLACEMENT. FLY BRACING IS INCLUDED TO BE PLACED ON EVERY SECOND PURLIN AND GIRT ON ENDWALL MULLIONS, INTERNAL COLUMNS AND INTERNAL RAFTERS.

2 OF 8	SHEET	DATE	CHECKED	DRAWN	STEEL BUILDING BY	(CONTACT)	SHED ELEMENTS PTY LTD T/AS SNOWY SHEDS FOR CATHCART SCHOOL OF ARTS EDEN ST CATHCART	SHED SAFE	fairdinkum SHEDS	NORTHERN CONSULTING engineers	Civil & Structural Engineers 50 Punari Street Currajong, Qld 4812 Fax: 07 4725 5850 Email: design@nceng.com.au ABN 341 008 173 56	Regn. No. 2558980 Regn. No. 9985 Regn. No. 116373ES Regn. No. PE0002216 Regn. No. CC5648M	Mr Timothy Roy Messer BE MIEAust RPEQ
		2/5/2022	TM	FDS	AT	02 64527540							Sig

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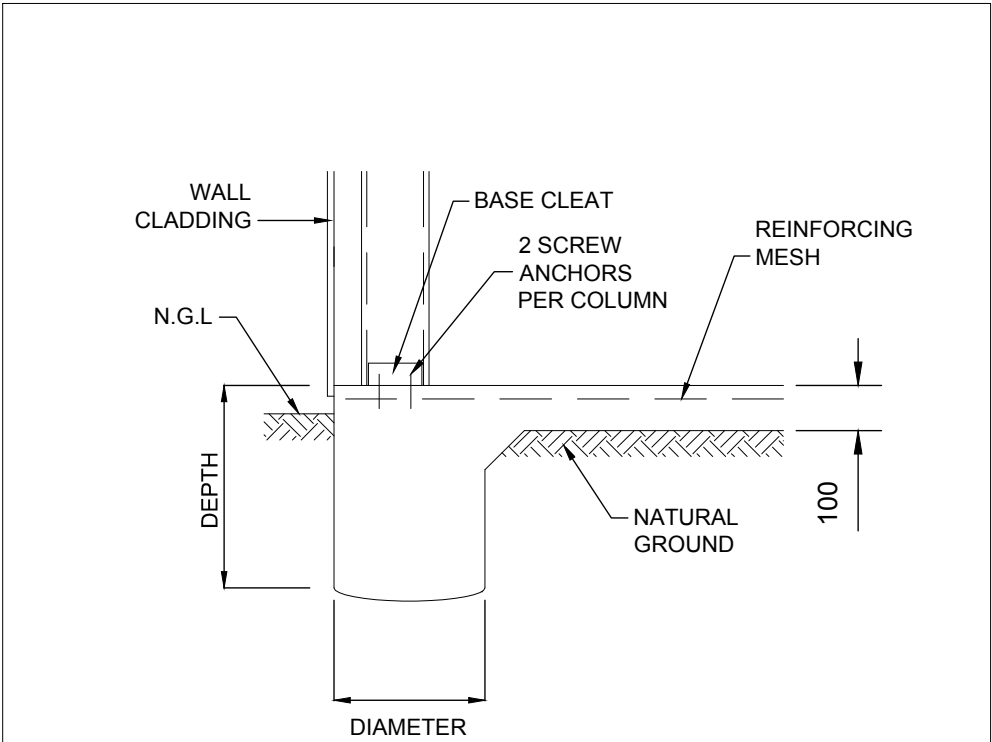
Refer to Sheet #4 for concrete specification.

3 OF 8 SHEET	JOB NO. CMAA19911	DATE 2/5/2022	CHECKED TM	DRAWN FDS	STEEL BUILDING BY SHED ELEMENTS PTY LTD	(CONTACT) T/AS SNOWY SHEDS 02 64527540
	NGC 2019			AT	CATHCART SCHOOL OF ARTS	EDEN ST CATHCART
						
						Civil & Structural Engineers 50 Punari Street Currajong, Qld 4812 Fax: 07 4725 5850 Email: design@nceng.com.au ABN 341 008 173 56
					Registered Chartered Professional Engineer Registered Professional Engineer (Civil & Structural) QLD Registered Certifying Engineer (Structural) N.T. Registered Engineer - (Civil) VIC Registered Engineer - (Civil) TAS	Regn. No. 2558980 Regn. No. 9985 Regn. No. 116373ES Regn. No. PE0002216 Regn. No. CC5648M
					Mr Timo [Redacted] Signature [Redacted] Date 2/5/2022	Registered on the NPER in the areas of practice of Civil & Structural National Professional Engineers Register

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STRUCTURAL GENERAL NOTES

- GOVERNING CODE** : NATIONAL CONSTRUCTION CODE (NCC), LOADING TO AS1170 - ALL SECTIONS. BUILDING SUITABLE AS EITHER A PRIVATE GARAGE CLASS 10A, OR A FARM SHED (CLASS 7 OR 8), UNLESS OTHERWISE SPECIFICALLY NOTED.
FOR USE AS A FARM SHED, IT MUST MEET THE FOLLOWING REQUIREMENTS:
 - BE LESS THAN 2000 SQM IN AREA (INCLUDING OF ANY MEZZANINE FLOOR AREA).
 - MUST BE LOCATED ON A FARM AND USED IN CONNECTION WITH FARMING PURPOSES.
 - BUILDING IS NOT TO BE OCCUPIED FREQUENTLY NOR FOR EXTENDED PERIODS BY PEOPLE, WITH A MAXIMUM OF 1 PERSON PER 200 SQM OR 2 PERSONS MAXIMUM IN TOTAL WHICHEVER IS THE LESSER.
- DRAWING OWNERSHIP** :
THESE DRAWINGS REMAIN THE PROPERTY OF FBHS (AUST) PTY LIMITED. ENGINEERING SIGNATURE AND CERTIFICATION IS ONLY VALID WHEN BUILDING IS SUPPLIED BY A DISTRIBUTOR OF FBHS. DRAWINGS ARE PROVIDED FOR THE DUAL PURPOSE OF OBTAINING BUILDING PERMITS AND AIDING CONSTRUCTION. ANY OTHER USE OR REPRODUCTION IS PROHIBITED WITHOUT WRITTEN APPROVAL FROM FBHS.
- DRAWING SIGNATURE REQUIREMENTS** :
THESE DRAWINGS ARE NOT VALID UNLESS SIGNED BY THE ENGINEER. THE ENGINEER ACCEPTS NO LIABILITY OR RESPONSIBILITY FOR DRAWINGS WITHOUT A SIGNATURE. EACH TITLE BLOCK CONTAINS A WATER MARK UNDER THE CUSTOMERS NAME CONTAINING THE DATE OF PRODUCTION OF THE DRAWINGS; THE DRAWINGS ARE TO BE SUBMITTED TO COUNCIL WITHIN 21 DAYS OF THIS DATE. THIS IS TO ENSURE THAT ONLY CURRENT DRAWINGS ARE IN CIRCULATION.
- CONTRACTOR RESPONSIBILITIES** :
CERTIFIER AND CONTRACTOR TO CONFIRM (ON SITE) THAT THE WIND LOADINGS APPLIED TO THIS DESIGN ARE TRUE AND CORRECT FOR THE ADDRESS STATED IN THE TITLE BLOCK.
CONTRACTOR SHALL VERIFY AND CONFIRM ALL EXISTING CONDITIONS AND DIMENSIONS. ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN DRAWINGS AND EXISTING CONDITIONS PRIOR TO START OF WORK.
CONTRACTOR MUST NOT MAKE ANY DEVIATION FROM THE PROVIDED PLANS WITHOUT FIRST OBTAINING WRITTEN APPROVAL FROM ONE THE UNDERSIGNING ENGINEERS. THE ENGINEER / FBHS TAKE NO RESPONSIBILITY FOR CHANGES MADE WITHOUT WRITTEN APPROVAL.
CONTRACTOR IS RESPONSIBLE FOR ENSURING NO PART OF THE STRUCTURE BECOMES OVERSTRESSED DURING CONSTRUCTION.
BUILDING IS NOT STRUCTURALLY ADEQUATE UNTIL THE INSTALLATION OF ALL COMPONENTS AND DETAILS SHOWN IS COMPLETED IN ACCORDANCE WITH THESE DRAWINGS.
THE INDICATED DRAWING SCALES ARE APPROXIMATE. DO NOT SCALE DRAWINGS FOR CONSTRUCTION PURPOSES.
FOR FURTHER DIRECTIONS ON CONSTRUCTION THE CONTRACTOR SHOULD CONSULT THE APPROPRIATE INSTRUCTION MANUAL.
- ENGINEERING** :
THE ENGINEER / FBHS ARE NOT ACTING AS PROJECT MANAGERS FOR THIS DEVELOPMENT, AND WILL NOT BE PRESENT DURING CONSTRUCTION.
THE UNDERSIGNING ENGINEERS HAVE REVIEWED THIS BUILDING FOR CONFORMITY ONLY TO THE STRUCTURAL DESIGN PORTIONS OF THE GOVERNING CODE. THE PROJECT MANAGER IS RESPONSIBLE FOR ADDRESSING ANY OTHER CODE REQUIREMENTS APPLICABLE TO THIS DEVELOPMENT.
THESE DOCUMENTS ARE STAMPED ONLY AS TO THE COMPONENTS SUPPLIED BY FBHS. IT IS THE RESPONSIBILITY OF THE PURCHASER TO COORDINATE DRAWINGS PROVIDED BY FBHS WITH OTHER PLANS AND/OR OTHER COMPONENTS THAT ARE PART OF THE OVERALL PROJECT. IN CASES OF DISCREPANCIES, THE LATEST DRAWINGS PROVIDED BY FBHS SHALL GOVERN.
NO ALTERATIONS TO THIS STRUCTURE (INCLUDING REMOVAL OF CLADDING) ARE TO BE UNDERTAKEN WITHOUT THE CONSENT OF THE DESIGNING ENGINEER.
OPENINGS SUCH AS WINDOWS AND DOORS NEED TO BE INSTALLED AS PER THE PRODUCT MANUFACTURER'S INFORMATION/DETAILS.
- INSPECTIONS** :
NO SPECIAL INSPECTIONS ARE REQUIRED BY THE GOVERNING CODE ON THIS JOB. ANY OTHER INSPECTIONS REQUESTED BY THE LOCAL BUILDING DEPARTMENT SHALL BE CONDUCTED AT THE OWNER'S EXPENSE.
- SOIL REQUIREMENTS** :
SITE CLASSIFICATION TO BE A, S OR M ONLY. SOIL SAFE BEARING CAPACITY VALUE INDICATED ON DRAWING SHEET 4 OCCURS AT 100mm BELOW FINISH GRADE, EXISTING NATURAL GRADE, OR AT FROST DEPTH SPECIFIED BY LOCAL BUILDING DEPARTMENT, WHICHEVER IS THE LOWEST ELEVATION. REGARDLESS OF DETAIL Y ON SHEET 4 THE MINIMUM FOUNDATION DEPTH SHOULD BE 100mm INTO NATURAL GROUND OR BELOW FROST DEPTH SPECIFIED BY LOCAL COUNCIL.
ROLLED OR COMPACTED FILL MAY BE USED UNDER SLAB, COMPACTED IN 150mm LAYERS TO A MAXIMUM DEPTH OF 900mm. CONCRETE FOUNDATION EMBEDMENT DEPTHS DO NOT APPLY TO LOCATIONS WHERE ANY UNCOMPACTED FILL OR DISTURBED GROUND EXISTS OR WHERE WALLS OF THE EXCAVATION WILL NOT STAND WITHOUT SUPPLEMENTAL SUPPORT, IN THIS CASE SEEK FURTHER ENGINEERING ADVICE.
- CLASS 10a or Class 7 FOOTING DESIGNS** :
THE FOUNDATION DOCUMENTED IS ALSO APPROPRIATE FOR CLASS 10a or CLASS 7 BUILDING DESIGNS ON 'M-D', 'H', 'H-D' OR 'E' CLASS SOILS, IF TOTAL SLAB AREA IS UNDER 100m SQUARE AND THE MAXIMUM SLAB DIMENSION (LENGTH AND WIDTH) IS LESS THAN OR EQUAL TO 12m.
PLEASE BE AWARE THAT THE SLAB DESIGN FOR H & E CLASS SOILS IN THESE INSTANCES ARE DESIGNED TO EXPERIENCE SOME CRACKING. THIS CRACKING IS NOT CONSIDERED A STRUCTURAL FLAW OR DESIGN ISSUE, AND IS SIMPLY COSMETIC IN NATURE. IF THIS IS A CONCERN TO THE CLIENT IT IS ADVISED THEY DISCUSS OTHER OPTIONS WITH THE RELEVANT DISTRIBUTOR PRIOR TO THE POURING OF THE SLAB.
- CONCRETE REQUIREMENTS** :
ALL CONCRETE DETAILS AND PLACEMENT SHALL BE PERFORMED IN ACCORDANCE WITH AS2870 AND AS3600.
CONCRETE SHALL HAVE A MIN. 28-DAY STRENGTH OF 20MPa FOR EXPOSURE A1 & B1, 25MPa FOR EXPOSURE A2 & B2 AND 32MPa FOR EXPOSURE C, IN ACCORDANCE WITH SECTION 4, AS3600. CEMENT TO BE TYPE A. MAX AGGREGATE SIZE OF 20mm. SLUMP TO BE 80mm +/-15mm. SLABS TO BE CURED FOR 7 DAYS BY WATERING OR COVERING WITH A PLASTIC MEMBRANE, AFTER WHICH CONSTRUCTION CAN BEGIN, DUE CARE GIVEN NOT TO OVER-TIGHTEN HOLD DOWN BOLTS. GIVEN ALLOWABLE SOIL TYPES 1 LAYER OF S1/2 REINFORCING MESH IS TO BE INSTALLED ON STANDARD SLABS WITH A MINIMUM 30MM COVER FROM CONCRETE SURFACE. CONCRETE REINFORCING TO CONFORM TO AS 1302, AS1303 & AS 1304. ALL REINFORCING COVER TO BE A MINIMUM OF 30mm.
- STRUCTURAL STEEL REQUIREMENTS** :
ALL STRUCTURAL STEEL, INCLUDING SHEETING THOUGH EXCLUDING CONCRETE REINFORCING, SHALL CONFORM TO AS 1397 (GRADE <= 1mm fy = 550MPa, GRADE > 1mm < 1.5mm fy = 50MPa, GRADE >= 1.5mm fy = 450MPa).
NO WELDING IS TO BE PERFORMED ON THIS BUILDING.
ALL STRUCTURAL MEMBERS AND CONNECTIONS DESIGNED TO AS4600. ALL BOLT HOLE DIAMETERS TO STRAMIT GENERAL PUNCHINGS.
- ROOT TRAFFIC** :
FOR ERECTION AND MAINTENANCE PLEASE NOTE THE FOLLOWING DEFINED FOOT TRAFFIC ZONES:
 - CORRUGATED: WALK ONLY WITHIN 200MM OF SCREW LINES. FEET SPREAD OVER AT LEAST TWO RIBS.
 - MONOCLAD: WALK ONLY IN FANS, OR ON RIBS AT SCREW LINES.



450 x 300
Diameter x Depth (mm)

N.G.L - NATURAL GROUND LINE

Y	BORED LOCAL THICKENING DETAIL	DWG NO. SBOMA
---	-------------------------------	------------------

PROJECT DESIGN CRITERIA

ROOF LIVE LOAD: 0.25 kPa
BASIC WIND SPEED: VR 45 m/s
SITE WIND SPEED: V_{sit}B 39.3 m/s
WIND REGION: Reg A
TOPOGRAPHY FACTOR, Mt: 1
SHIELDING FACTOR, Ms: 0.99
MAX GROUND SNOW LOAD: 1.564 kPa
MAX ROOF SNOW LOAD: 1.095 kPa
SITE ALTITUDE: 801 m
TERRAIN CATEGORY: TCat 2.35
SOIL SAFE BEARING CAPACITY: 100 kPa
RETURN PERIOD: 1:500
LIMITING CPI 1: -0.455
LIMITING CPI 2: 0.49
IMPORTANCE LEVEL: 2

DETAIL KEYS

- DK1 ENDWALL VERTICAL MULLION (SEE DETAIL C/5 FOR TOP CONN. AND F/5 FOR BASE CONN.)
- DK2 FLYBRACING PER DETAIL L/5
- DK3 X-BRACING IN ROOF ABOVE (SEE DETAIL M/5)
- DK4 DOUBLE X-BRACING IN ROOF ABOVE (SEE DETAIL M/5)

SCHEDULE OF OPENINGS

DOOR	OPENING SIZE WIDTH	MAX HEIGHT	OPENING TYPE	HEADER GIRT	OPENING JAMBS	WIND RATED
①	1510	790	WINDOW	SINGLE		YES
②	1510	790	WINDOW	SINGLE		YES

NOTES: 1) SEE SHEET 5 FOR DOOR OPENING FRAMING INFORMATION.
2) ALL DOOR SCHEDULE MEASUREMENTS ARE ACTUAL DOOR/WINDOW SIZE NOT OPENING SIZE.

4
OF
8
SHEET

DATE
2/5/2022
JOB NO.
CMAA19911
NCC
2019

CHECKED
TM

DRAWN
FDS

STEEL BUILDING BY
(CONTACT)
SHED ELEMENTS PTY LTD T/AS SNOWY SHEDS
FOR
CATHCART SCHOOL OF ARTS
EDEN ST
CATHCART
AT

02 64527540
2019

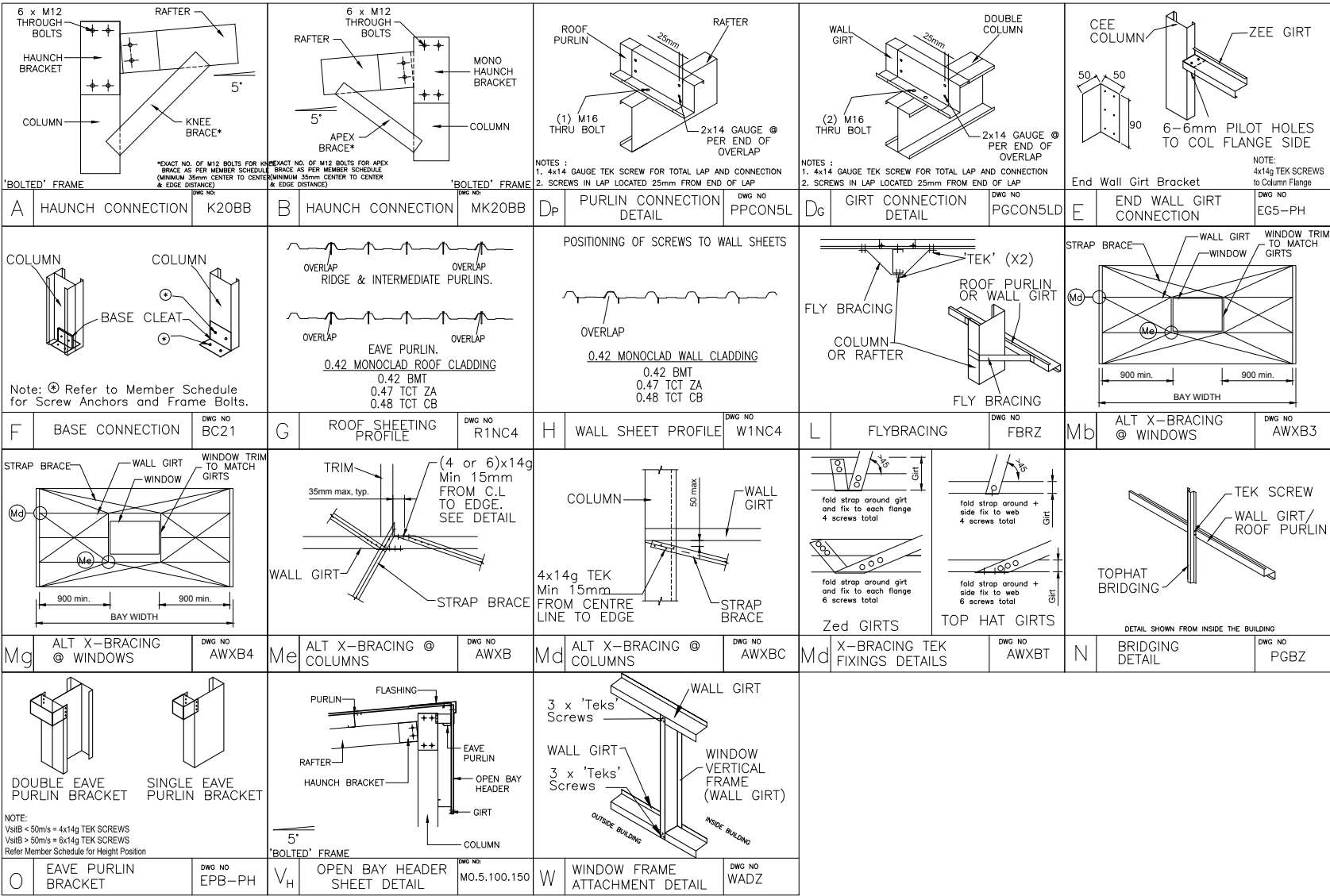
SHED SAFE
ACCREDITED

fairdinkum
SHEDS

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Fax: 07 4725 5850
Email: design@nceng.com.au
ABN 341 008 173 56
Regn. No. 2558980
Regn. No. 9985
Regn. No. 116373ES
Regn. No. PE0002216
Regn. No. CC3648M

Mr Tim
Signatu
Date 2/5/2022
Registered on the NPER in the areas of practice
of Civil & Structural National Professional
Engineers Register

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MEMBER AND MATERIAL SCHEDULE

1	END WALL RAFTER	Single C15015
2	C.S. FRAME RAFTER	Single C15015
3	END FRAME COLUMN (C4)	Single C15012
4	END FRAME MONO OPEN BAY COLUMN (C3)	Single C15024
5	END FRAME MONO OPEN CNR COLUMN (C1)	Single C15019
6	C.S. FRAME COLUMN (C5)	Double C15012
7	C.S. FRAME MONO OPEN BAY COLUMN (C2)	Double C15015
8	C.S. FRAME KNEE BRACE	Single C10010 @ 1.21 LONG 3 bolts each end
9	KNEE BRACE HEIGHT UP COLUMN	1.92m
10	KNEE BRACE LENGTH UP RAFTER	0.88m
11	C.S. FRAME APEX BRACE	Single C10010 @ 1.16 LONG 3 bolts each end
12	APEX POSITION FROM RAFTER END	0.80m
13	ANCHOR BOLTS (# PER DETS.)	Screw Anchor 12mm x 100 Galv
14	LOWER EAVE PURLIN	C10010 (Eave Purlin Bracket 0mm from top of column)
15	UPPER EAVE PURLIN	C15012 (Eave Purlin Bracket 7mm down from top of column) ^
16	TYP. ROOF PURLIN SIZE	Z10010 (1 rows of bridging)
17	MAIN BLDG. PURLIN SPACING	0.689 m. (6 rows) (Max Allow. 0.804m)
18	MAIN BLDG. PURLIN LENGTH	4.95 m. (0.45m Overlap)
19	ROOF PURLIN BRIDGING	Tophat 64 x 0.75
20	TYP. SIDEWALL GIRT SIZE	Z10010 (1 rows of bridging)
21	MAIN BLDG. SIDEWALL GIRT SPACING	1.174 m. (2 rows) (Max Allow. 1.200m)
22	MAIN BLDG. HIGH SIDEWALL GIRT SPACING	692 m. (4 rows)
23	MAIN BLDG. SIDEWALL GIRT LENGTH	4.95 m. (0.45m Overlap)
24	SIDEWALL GIRT BRIDGING	Tophat 64 x 0.75
25	TYP. ENDWALL GIRT SIZE	Z10010 (1 rows of bridging)
26	MAIN BLDG. ENDWALL GIRT SPACING	0.804 m. (3 rows) (Max Allow. 0.907m)
27	MAIN BLDG. ENDWALL GIRT LENGTH	4.3 m. (0m Overlap)
28	ENDWALL GIRT BRIDGING	Tophat 64 x 0.75
29	FRAME SCREW FASTENERS	14-13x22 Hex C/S (SP HD 5/16" Hex Drive)
30	FRAME BOLT FASTENERS	Purlin Assy M12x30 Z/P
31	PURLIN/GIRT FASTENERS	Purlin Assy M16x30 Z/P
32	X-BRACING STRAP AND FASTENERS	32 x 1.2mm Strap with 4 x 14g Tek Screws Each End
33	WALL COLOUR	SHALE_GREY
34	ROOF COLOUR	MANOR_RED
35	WINDOW COLOUR	SHALE_GREY
36	DOWNPIPE COLOUR	SHALE_GREY
37	GUTTER COLOUR	MANOR_RED
38	CORNER FLASHING COLOUR	SHALE_GREY
39	BARGE FLASHING COLOUR	MANOR_RED
40	OPENING FLASHING COLOUR	SHALE_GREY
41	OPEN BAY HEADER HEIGHT	0.5

C.S. = CLEARSPAN "L" = LEFT "R" = RIGHT

^ NOTE: Upper Eave Purlin Positioned with bottom lip against Eave Purlin Bracket.

5
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2019

DATE
2/5/2022

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STEEL BUILDING BY
SHED ELEMENTS PTY LTD T/AS SNOWY SHEDS
FOR
CATHCART SCHOOL OF ARTS
AT
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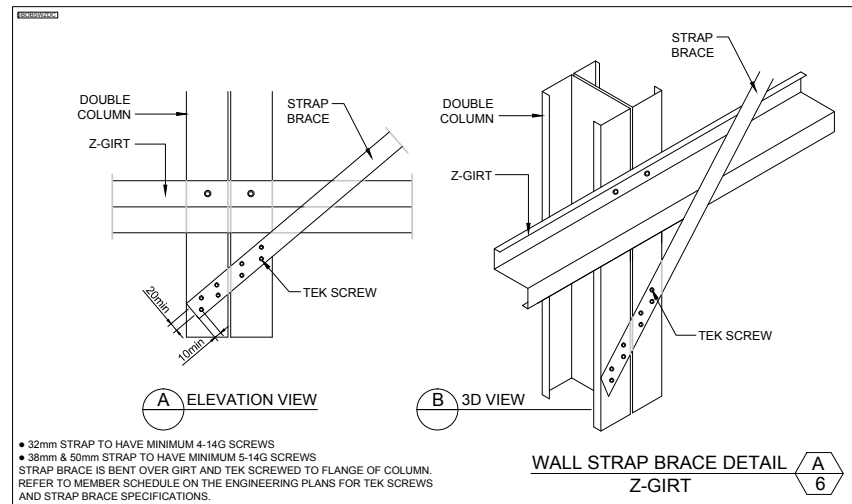
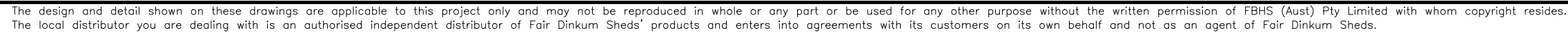
(CONTACT)
02 64527540
2019

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SHEDS

Civil & Structural Engineers
50 Punari Street
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Fax: 07 4725 5850
Email: design@nceng.com.au
ABN 341 008 173 56
Regn. No. 2558980
Regn. No. 9985
Regn. No. 116373ES
Regn. No. PE0002216
Regn. No. CC5648M

Mr Timo
Signatur
Date 2/5/2022
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Engineers Register



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Registered Chartered Professional Engineer
Registered Professional Engineer (Civil & Structural) QLD
Registered Certifying Engineer (Structural) N.T.
Registered Engineer - (Civil) VIC
Registered Engineer - (Civil) TAS

Regn. No. 2558980
Regn. No. 9985
Regn. No. 116373ES
Regn. No. PE0002218
Regn. No. CC5648M

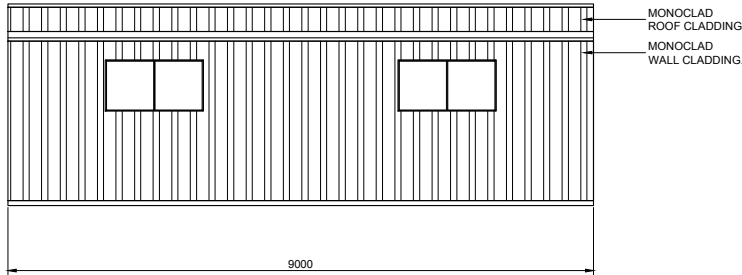
Mr Tim

Signatur

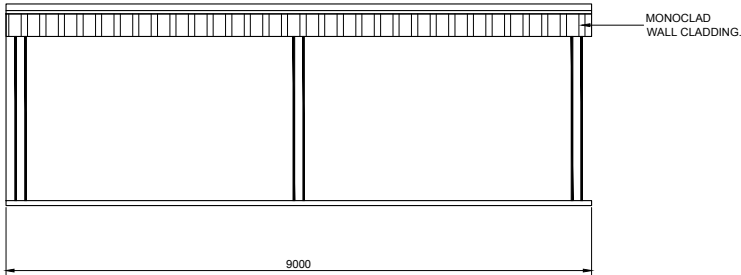
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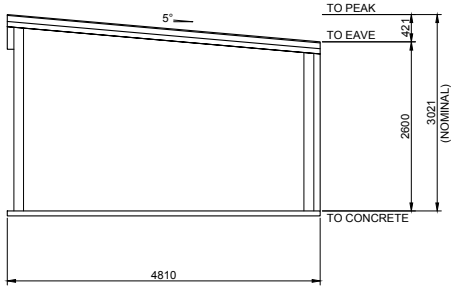
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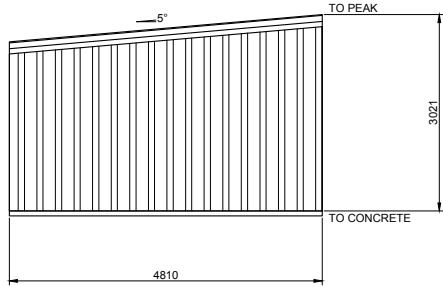
1 SIDEWALL EXTERIOR ELEVATION
7 SCALE: 1 = 100



2 SIDEWALL EXTERIOR ELEVATION
7 SCALE: 1 = 100



4 ENDWALL EXTERIOR ELEVATION
7 SCALE: 1 = 100



3 ENDWALL EXTERIOR ELEVATION
7 SCALE: 1 = 100

BUILDING COLOURS	
WALL	SHALE GREY
ROOF	MANOR RED
WINDOW	SHALE GREY
DOWNPIPE	SHALE GREY
GUTTER	MANOR RED
CORNER FLASHING	SHALE GREY
BARGE FLASHING	MANOR RED
OPENING FLASHING	SHALE GREY

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AT

EDEN ST CATHCART

(CONTACT)

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NORTHERN CONSULTING

engineers

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Registered Professional Engineer (Civil & Structural) QLD

Registered Certifying Engineer (Structural) N.T.

Registered Engineer - (Civil) VIC

Registered Engineer - (Civil) TAS

Regn. No. 2558980

Regn. No. 9985

Regn. No. 116373ES

Regn. No. PE0002216

Regn. No. CC5648M

Mr Timothy

Signature

Date 2/5/2022

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NOTES:

BRACING MATERIALS - THE SHED ERECTOR TO SUPPLY SPECIFIC BRACING. SUITABLE RIGID MEMBERS CAPABLE OF TENSION AND COMPRESSION OR OPPOSING CHAINS OR OPPOSING LOAD RATED RATCHET STRAPS TO BE USED. (RIGID BRACING AS SHOWN ON DIAGRAM) ROPE BRACING SUITABLE ONLY FOR SMALLER STRUCTURES IN IDEAL CONDITIONS.

BRACING LOCATION - TEMPORARY BRACING TO BE ERECTED AS CLOSE TO 45 DEGREE ANGLE AND FIXED TO THE TOP OF THE COLUMN OR MULLION TO ACHIEVE THE OPTIMUM EFFECTIVENESS. IF THERE IS NOT ENOUGH SPACE FOR A 45 DEGREE ANGLE, THEN 20 DEGREE ANGLE IS TO BE THE MINIMUM ANGLE ALLOWED (REFER TO DIAGRAM). RIGID TEMPORARY BRACING MEMBER TO BE BOLTED TO HEAVY ANGLE PEGS HAMMERED INTO THE GROUND OR TO A BRACKET, MASONRY ANCHORED TO THE SLAB.

BRACING REMOVAL - TEMPORARY BRACING TO REMAIN IN PLACE UNTIL CLADDING IS FULLY INSTALLED WHERE POSSIBLE. IN NO CASE SHOULD TEMPORARY BRACING BE REMOVED UNTIL ALL PURLINS, GIRTS (AND PERMANENT CROSS BRACING WHERE USED) ARE FIXED.

SITE SAFETY - DUE CONSIDERATION TO BE GIVEN TO SITE SAFETY IN REGARD TO LOCATIONS OF BRACING AND PEGS.

GUIDE APPLICATION - TEMPORARY BRACING AS DESCRIBED IS A MINIMUM REQUIREMENT FOR AN AVERAGE, STANDARD SITE CONDITION. PROVIDE ADDITIONAL BRACING FOR MORE SEVERE AND/OR HIGH EXPOSURE SITE CONDITIONS. ADDITIONAL BRACING TO BE USED AS AND WHERE NECESSARY TO ENSURE THAT ENTIRE FRAME IS RIGID THROUGHOUT CONSTRUCTION. RESPONSIBILITY FOR ENSURING STABILITY OF STRUCTURE REMAINS WITH THE BUILDER.

TILT UP METHOD

FOR STRUCTURES UNDER 9M SPAN, LESS THAN 3M HIGH AND LESS THAN 12M LONG

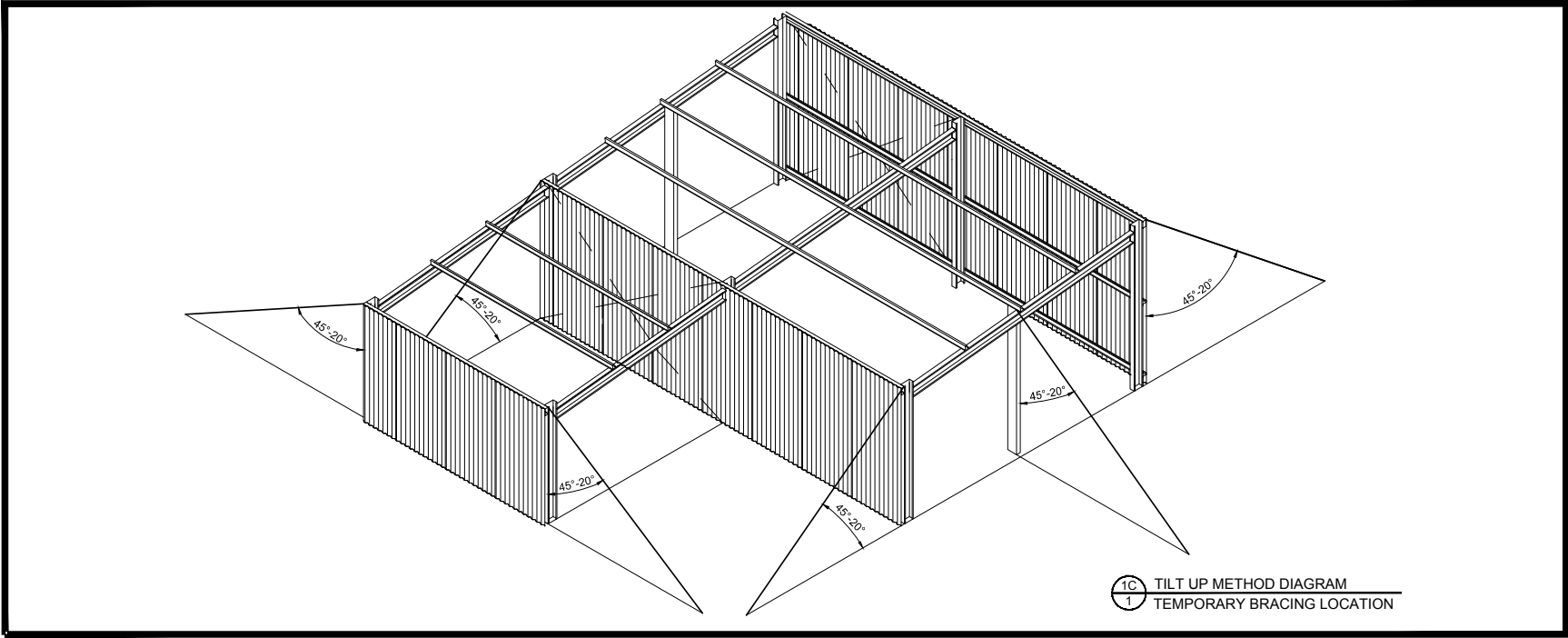
- ASSEMBLE THE FIRST SIDEWALL FRAME (COMPLETE WITH WALL SHEETING, BRACING AND GUTTER) ON THE GROUND AND LIFT ASSEMBLED SIDEWALL FRAME INTO POSITION. FIX OFF TEMPORARY SIDE BRACING TO EACH END (REFER TO DIAGRAM). FIX BASE CLEATS.
- ASSEMBLE THE SECOND SIDEWALL FRAME AS PER FIRST SIDEWALL FRAME. LIFT INTO POSITION. FIX OFF TEMPORARY WALL BRACING TO EACH END (REFER TO DIAGRAM) FIX BASE CLEATS.
- FIX GABLE END RAFTERS TO COLUMNS TO TIE WALLS. PROP APEX UNTIL ENDWALL MULLION AND APEX TEMPORARY BRACE ARE FIXED OFF. IF NO MULLION IS REQUIRED THEN PROP AND BRACE APEX UNTIL CLADDING IS COMPLETE.
- INSTALL REMAINING RAFTERS. AS EACH RAFTER PAIR IS INSTALLED, AT LEAST ONE PURLIN PER 3M OF RAFTER LENGTH IS TO BE INSTALLED TO SECURE RAFTERS.
- INSTALL REMAINING PURLINS
- INSTALL KNEE AND APEX BRACES IF AND WHERE APPLICABLE.
- REPEAT FOR LEANTO'S.

FRAME FIRST METHOD

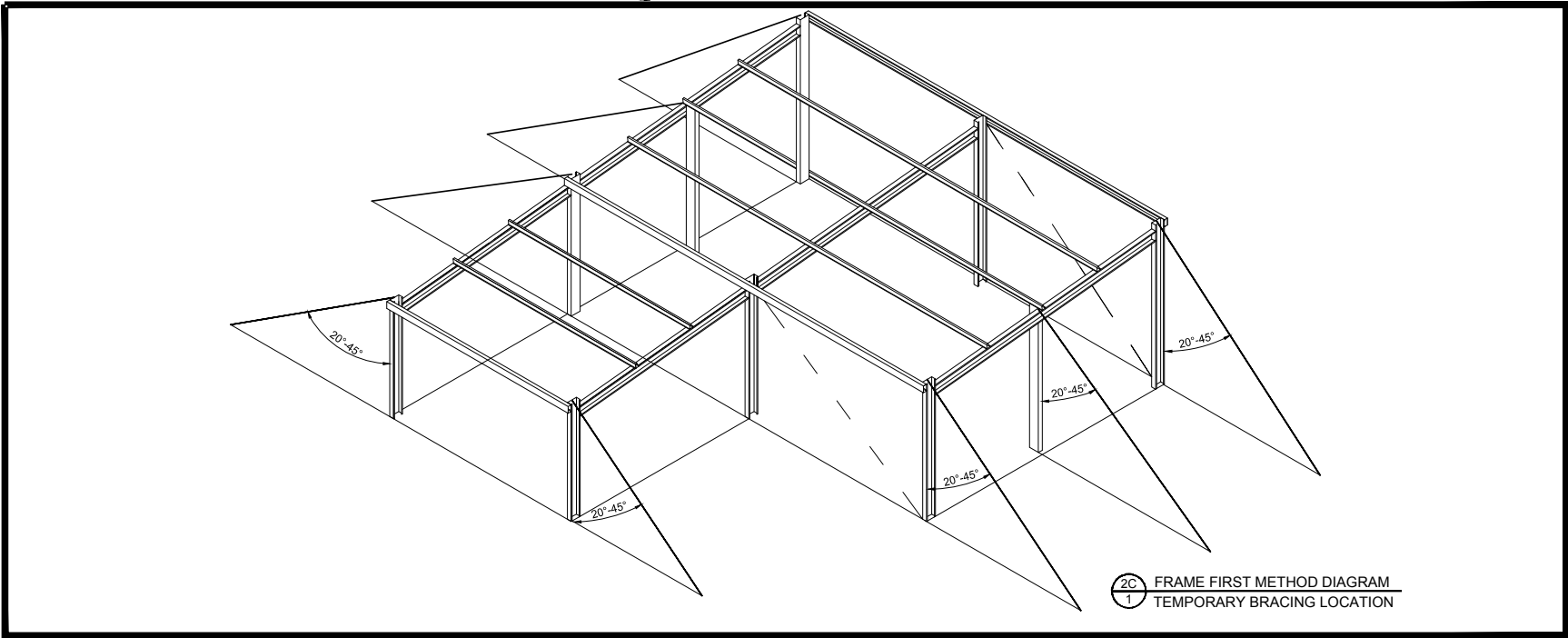
FOR STRUCTURES OVER 9M SPAN, GREATER THAN 3M HIGH AND GREATER THAN 12M LONG

- ASSEMBLE PORTAL FRAMES ON THE GROUND (WITH KNEE AND APEX BRACES IF AND WHERE APPLICABLE). LIFT THE FIRST PORTAL FRAME ASSEMBLY INTO POSITION. FIX OFF TEMPORARY END BRACING (REFER TO DIAGRAM). FIX BASE CLEATS.
- PROP APEX UNTIL ENDWALL MULLION AND APEX TEMPORARY BRACE ARE FIXED OFF. IF NO MULLION IS REQUIRED THEN PROP AND BRACE APEX UNTIL CLADDING IS COMPLETE.
- THE SECOND PORTAL FRAME ASSEMBLY TO BE LIFTED INTO POSITION. FIX EAVE PURLINS AND AT LEAST ONE PURLIN PER 3M OF RAFTER TO SECURE FRAME ASSEMBLY. FIX BASE CLEATS. FIX TEMPORARY SIDEWALL BRACING.
- STAND REMAINING PORTAL FRAME ASSEMBLY AS PER STEP C, FIXING TEMPORARY SIDE WALL BRACING TO EVERY SECOND BAY. BRACE OTHER END PORTAL FRAME AS PER FIRST PORTAL FRAME.
- INSTALL REMAINING PURLINS AND GIRTS.
- REPEAT FOR LEANTO'S.

GUIDE TO THE INSTALLATION OF TEMPORARY BRACING
(REFER TO INSTALLATION GUIDE MANUAL FOR THE TWO METHODS OF CONSTRUCTION)






1 TILT UP METHOD DIAGRAM
SCALE: NTS



2 FRAME FIRST METHOD DIAGRAM
SCALE: NTS

8 OF 8	SHEET	JOB NO.	DATE	CHECKED	DRAWN	STEEL BUILDING BY	(CONTACT)
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		2019				CATHCART SCHOOL OF ARTS	
					AT	EDEN ST	
						CATHCART	



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Regn. No. CC5648M

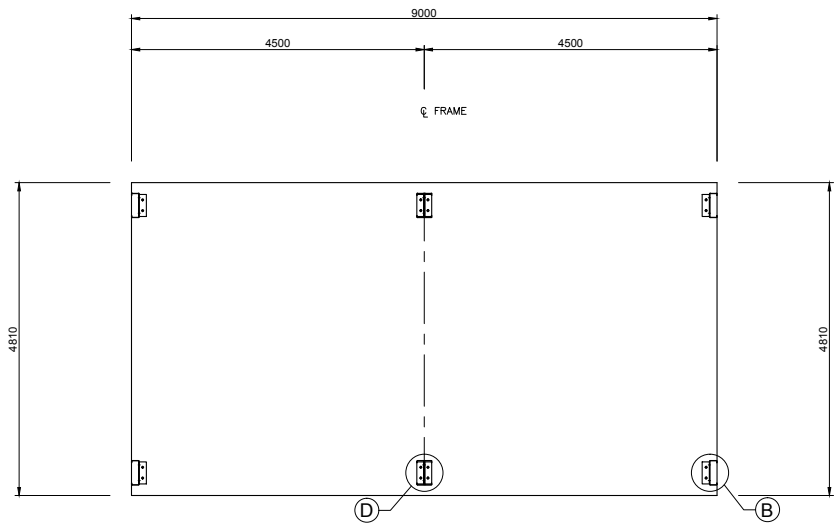
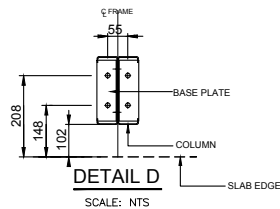
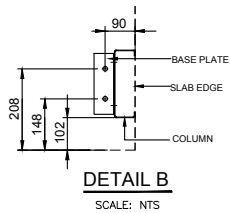
Mr Timothy [Redacted]

Signature [Redacted]

Date 2/5/2022

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1 BOLT LAYOUT PLAN
SCALE: 1 = 100


IF YOU HAVE A ROLLER DOOR IN THE GABLE END OF YOUR SHED, CONTACT YOUR DISTRIBUTOR TO SEE IF MULLION NEEDS TO BE ROTATED FOR USE AS A DOOR JAMB.

NOT PART OF COUNCIL APPLICATION DOCUMENTATION

JOB NO. CMAA19911	DATE 2/5/2022	CHECKED TM	DRAWN FDS	STEEL BUILDING BY	
				SNOWY SHEDS	
FOR				02 64527540	
AT				CATHCART SCHOOL OF ARTS	
				EDEN ST CATHCART	
					
					

BOLT LAYOUT PLAN

COMPLIANCE CERTIFICATE FOR BUILDING DESIGN

Property Description Street address (include number, street, suburb/locality & postcode)	EDEN ST CATHCART Postcode : 2632		
Description of Component/s Certified Clearly describe the extent of work covered by this certificate.	Steel Portal Frame Structure. 4.81m span x 9m O/A length x 2.6m eaves height. Consisting of 2 bays at 4.5m spacing.		
Basis of Certification Detail the basis for giving the certificate and the extent to which tests, specifications, rules, standards, codes of practice and other publications, were relied upon.	Australian Standards (list) AS/NZS 4600-2018, AS/NZS 1170.0, 1-2002, 1170.2-2011, 1170.3-2003, 1170.4-2007, AS2870-2011, AS3600-2018 2019 National Construction Code of Australia Amendment 1 Region AS1170.2 = Reg A NCC Importance Level = 2 Annual Probability Exceedance wind = 1:500 Regional 3 s Gust Wind Speed for annual probability of exceedance $V_R = 45$ m/s Wind directional multipliers for the 8 cardinal directions $M_d = 1.00$ Terrain/Height multiplier (M_z , Cat) = 0.88 Topographic multiplier $M_t = 1$ Ext. Pressure Coefficient $c_{pe} = -1.14, 1.16$ NCC Building Classification: Class 10 Factor for Region = NA NCC Equivalent Wind class = N/A Design Roof Live Load = 0.25 kPa Shielding Multiplier $M_s = 0.99$ Design Wind Speed = 39 m/s Int. Pressure Coefficient $c_{pi} = -0.455, 0.49$		
Reference Documentation Clearly identify any relevant documentation, e.g numbered structural engineering plans	Drawing Nos: 'Fair Dinkum Sheds' Structural Design Drawing To be read in conjunction with Pages 1 to 8 For Job Number: CMAA19911 DATED : 2/5/2022 Specifications: Computations: Test Reports: Other Documentation:		
Competent Person Details A competent person for building work, means a person who is assessed by the building certifier for the work as competent to practise in aspect of the design, building or inspection of the building work because of the person's skill and experience in the aspect. The competent person must also be registered or licensed under a law applying in the state to practice the aspect. A COPY OF A CURRENT CV AND PROFESSIONAL REGISTRATION DETAILS MUST BE PROVIDED WITH THE CERTIFICATE	Name: Timothy Roy Messer Company Name (If applicable): Northern Consulting Engineers Postal Address: 50 Punari Street, Currajong 4812 Contact Person: Timothy Roy Messer Telephone Number: 07 4725 5550 Mobile Number: N/A Fax Number: 07 4725 5850 Email Address: design@nceng.com.au License or Registration Number: 2558980 Copy of CV Attached: <input type="checkbox"/> Tick Box Y <input type="checkbox"/> or N <input checked="" type="checkbox"/>		
Signature of Competent Person This form may be used by competent persons to certify the design of a material, system, method of building, building element design or other thing. If the competent person is a licensed company the authorised person of the company is to sign the form.	I certify that the item/s described above, if installed or carried out in accordance with the information contained in this certificate, including any referenced documentation, will comply with the National Construction Code of Australia/relevant Australian or International Standard. Signature of competent person:  Date: 2/5/2022		
LOCAL GOVERNMENT USE ONLY			
Date received		Reference Number/s	



Statement of Environmental Effects

A Statement of Environmental Effects must be submitted with all Development Applications in accordance with Schedule 1 of the *Environmental Planning & Assessment Regulations 2000*.

If an answer requires additional details to be provided on likely impact(s) and the proposed means of mitigating or reducing such impact(s), additional space is provided on the last page. This Statement of Environmental Effects is not exhaustive and should be expanded where appropriate. *If more space is required, attach additional sheets.* In accordance with Section 148B of the *Environmental Planning and Assessment Act*, it is an offence to provide information that is false or misleading.

1 Author

Name: Pam Vipond

Company (if applicable): Snowy Monaro Regional Council

2 Proposal

Describe Proposal: (Shop, Office, Hardware/Landscape, Food & Drink Premises, Industrial Activity etc.)	Community Hall upgrade.			
Machinery involved in activity:				
Type of items sold from site directly to public:	N/A			
Proposed seating:	N/A			
Describe any signage/advertisement proposed:				
Opening hours:	Monday - Friday		Saturday - Sunday	
	am	pm	am	pm
Proposed parking arrangements:	N/A			
Type and extent of landscaping proposed:	N/A			
If New Building Proposed				
Number of buildings proposed:	1			
Area of proposed building (m ²):	43m2			
Proposed number of rooms:	1			
Proposed number of storeys:	1			

Statement of Environmental Effects

Proposed materials:	External wall finishes	Colourbond
	Roof finishes	
	Internal driveways/parking	
	Fences/privacy screens	
	Other	

3 Site & Surrounding Area**3.1 Site Analysis**

Property Address:	Mead Street, Cathcart
Lot/DP/SP:	2//12//758239
Site area (m ² /ha)	
Existing vegetation cover	Mown lawn.
Existing structures	Community Hall + additional enclosures (refer photos), amenity block, childrens play area.
Existing access arrangements	Access track off Mead Street.
Describe how water is supplied to the site	
Describe how effluent is currently managed	
Describe how stormwater is currently managed	
Describe how electricity and/or gas is supplied to the site	

Note: This information is also to be shown the submitted plans**3.2 Surrounding Area Analysis**

Describe the types of development within the surrounding area:	Residential homes.
Outline the distances to neighbouring dwellings/structures	
Describe any Heritage items within the surrounding area	Croft House (Mead Street 1//40072) is listed under the Bombala LEP 2013. Heritage item is > 140 metres from site. Given Scope of Works, no impact envisaged for this item.
Describe the existing streetscape (ie landscaping, fences and building facades)	
If applicable outline the predominant Heritage style within any conservation areas.	

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4 Environmental Impacts

4.1 Traffic & Utility Services

Describe the type/number of vehicles expected to be parked on site	Employees: 2 Customers/Visitors:
Describe how the development will gain legal vehicular access	Via existing access from Meads Road.
Describe the number and size of deliveries expected per day	Shed components will come on one vehicle. Shed expected to be constructed in c
Describe how water will be supplied to the development	Not required.
Describe how effluent associated with the development will be managed	N/A
Describe how stormwater associated with the development will be managed	N/A
Describe how electricity and/or gas will be supplied to the development	N/A

Note: This information is also to be shown the submitted plans

4.2 Local Amenity

Describe proposed measures to minimise any conflicts between nearby residential development. (ie fencing/privacy screens, landscaping etc)	Community Hall appears to be the hub of the community. Key contacts in the community will be advised of the start date. Works will be during the week and within working hours thus should be minimal conflict with Community Hall activities. No Go bunting tape will be erected around the construction area.
If applicable describe how items for sale will be displayed to public areas	N/A
Describe proposed measures to ensure any signage will not result in safety issues for public roads (light glare, traffic distraction etc)	Extension works are to the back of the existing hall. Vehicle access is also at the back of the hall however the 'No Go' zone tape will be clearly visible from entering vehicles and the proposed works are not within a designated parking area.
Describe any proposed measures to minimise any impacts on footpaths (ie outdoor dining, signage, goods displayed etc)	N/A
Describe any proposed measures to minimise any emissions (gases, odours, noise etc) associated with the development	N/A
Describe how the proposed development will address the existing streetscape (ie front fences, landscaping, building facade etc)	The two bay extension builds on another extension with the same colourbond materials (matching colour) and gutters.
If applicable describe how development will complement the existing Heritage items or conservation area	N/A

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4.3 Natural Environment

Outline proposed measures to minimise any impacts on natural waterways (ie diversion banks, separation etc)	Nearest watercourse (Dragon Swamp Creek) is > than 230m in a direct line from proposed works. There will be no impact to this watercourse in association with proposed works.
Outline proposed measures to minimise any potential contamination (ie storage of chemicals, bunded areas etc)	Equipment on site will be brought in and stored within the truck when not required. Equipment for works include drills, scaffold etc. It is not envisaged any chemicals will be required in association with proposed works.
If applicable outline the levels of excavation/fill associated with the development	Nil, concrete slab already insitu (refer photographs).
If applicable/appropriate describe how the development will manage flood waters (levy banks, construction etc)	N/A
If applicable/appropriate describe how the development will manage bushfire events (asset protection zones, construction etc)	N/A

Note: This information is also to be shown the submitted plans

4.4 Construction Issues (If applicable)

Describe erosion and sediment control proposed measures (ie silt fences, hay bales etc)	
Outline the expected duration of construction	Total Days: 2 days maximum
	Hours: Monday - Friday
	Saturday - Sunday
	9 am 5 pm am pm
Outline how the site will be secured during the construction process	Not required, site is open in its existing state.
Outline any proposed demolition as part of the development (including the removal of any asbestos materials)	N/A
Outline how building materials will be stored on the site during construction (ie storage sheds/containers etc)	Materials will be taken directly from the truck bringing them in. No materials will be stored on site.
Describe how waste generated during construction will be managed	Waste Management Plan Complete a Waste Disposal Plan for all developments that include construction and/or demolition works. You may attach a Plan or use the table below. Waste includes, but is not limited to vegetation, trees, soil, construction waste, demolition waste, timber, asbestos, metals

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4.5 Waste Management Plan

Type of waste	Estimated Amount/Volume	Where/how it will be stored on site	Where it will be disposed	Method of transportation/disposal
N/A			Any waste material generated from unwrapping of materials etc will be taken offsite by the	

PRIVACY INFORMATION: The information you provide in this Statement will enable your application to be assessed by Council and any relevant state agency. If the information is NOT provided, your application may not be accepted. Your application will be publicly notified in accordance with Clause 8 of Snowy Monaro Regional Council's Development Control Plan 2013. The application details will also be kept by Council in a register that may be viewed by the public at any time. The Act provides that for the purposes of public notification, specific internal layouts of a dwelling maybe excluded from a plan prepared for such exhibition.

5 Additional Notes

Cathcart Community Hall extension – 2 bay colourbond enclosure

Further to the Statement of Environmental Effects, database searches have been undertaken along with a site visit on 16th May 2022. It is considered there will be minimal to nil environmental impacts associated with proposed works.

Database searches:

AHIMS – nil Aboriginal Cultural Heritage sites recorded at this location.

Biodiversity Values Map (Boset report) – nil identified biodiversity values associated with this location. Note: Dragon Swamp Creek is mapped on the BVM however works will in no way impact on this watercourse.

Transitional native vegetation regulatory map – Whilst this legislation (*Local Land Services Act 2013*) is administered by Local Land Services it is worthy of checking as this site records 'draft' locations of the newly listed Critically Endangered Ecological Community (CEEC) 'Monaro Tableland Cool Temperate Grassy Woodland in the South Eastern Highlands Bioregion'. This spatial layer indicates and the site visit confirmed there is no CEEC within the location of proposed works.

BioNet – there are recorded threatened species within this general location inclusive of the Spotted-tailed Quoll (*Dasyurus maculatus*) and the Little Eagle (*Hieraaetus morphnoides*). There are also numerous recorded protected species within the general surrounds. These are all highly mobile species and will simply disperse if they feel threatened. There may be browsing opportunities onsite however nil habitat features to complete life cycles.

NSW Heritage Register – nil recorded sites.

Dust suppression will not be required.

Noise associated with construction will be minimal as will mainly be limited to hand held drills. Works will not commence until 9am and be completed by 5pm at the latest. There will be no weekend work and proposed construction will take a maximum of 2 working days.



Back of hall, location for new shed



Close up of shed location



Shed location facing Mead Street.



General surrounds from shed location facing east. Note nearest house to the north in the photo.



Surrounds of the community hall, amenity block and children's playground.



Front of Cathcart Community Hall, proposed works are at the back of the existing Hall.



Development Application Form

Portal Application number: PAN-191462

Council Application number: 10.2022.180.1

Applicant contact details

tion?

Title	Mrs
First given name	Emma
Other given name/s	
Family name	Smith
Contact number	
Application on behalf of a company, business or body corporate	Yes
ABN	72906802034
ACN	
Name	SNOWY MONARO REGIONAL COUNCIL
Trading name	
Is the nominated company the applicant for this applica	
ABN	72906802034
ACN	
Name	SNOWY MONARO REGIONAL COUNCIL
Trading name	
Is the nominated company the applicant for this application?	Yes
Yes	

Owner/s of the development site

Owner/s of the development site	A company, business, government entity or other similar body owns the development site
Owner #	1
Company, business or body corporate name	Snowy Monaro Regional Council
ABN / ACN	72 906 802 034

I declare that I have shown this document, including all attached drawings, to the owner(s) of the land, and that I have obtained their consent to submit this application. - Yes

Note: It is an offence under Section 10.6 of the Environmental Planning and Assessment Act 1979 to provide false or misleading information in relation to this application.

Developer details

ABN	41 607 133 899
ACN	607 133 899
Name	SHED ELEMENTS PTY LTD
Trading name	
Address	
Email Address	admin@snowysheds.com.au

Development details

Application type	Development Application
Site address #	1
Street address	EDEN STREET CATHCART 2632
Local government area	SNOWY MONARO REGIONAL

Lot / Section Number / Plan	1/12/DP758239 <input type="checkbox"/> 2/12/DP758239 <input checked="" type="checkbox"/>
Primary address?	Yes
Planning controls affecting property	Land Application LEP Bombala Local Environmental Plan 2012 Land Zoning RU5: Village Height of Building NA Floor Space Ratio (n:1) NA Minimum Lot Size NA Heritage NA Land Reservation Acquisition NA Foreshore Building Line NA

Proposed development

Proposed type of development	Shed
Description of development	Construct open bay Shed
Dwelling count details	
Number of dwellings / units proposed	0
Number of storeys proposed	
Number of pre-existing dwellings on site	
Number of dwellings to be demolished	
Number of existing floor area	
Number of existing site area	
Cost of development	
Estimated cost of work / development (including GST)	\$15,300.00
Do you have one or more BASIX certificates?	No
Subdivision	
Number of existing lots	
Is subdivision proposed?	No
Proposed operating details	
Number of staff/employees on the site	
Number of parking spaces	
Number of loading bays	
Is a new road proposed?	
Concept development	
Is the development to be staged?	No, this application is not for concept or staged development.
Crown development	
Is this a proposed Crown development?	

Related planning information

Is the application for integrated development?	No
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical habitat?	No
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	No
Is the application accompanied by a voluntary planning agreement (VPA) ?	No
Section 68 of the Local Government Act	
Is approval under s68 of the Local Government Act 1993 required?	Yes
Have you already applied for approval under s68 of the Local Government Act?	No
Would you like to apply for approval under s68 of the Local Government Act?	Yes
10.7 Certificate	
Have you already obtained a 10.7 certificate?	No
Tree works	
Is tree removal and/or pruning work proposed?	No
Local heritage	
Does the development site include an item of environmental heritage or sit within a heritage conservation area.	No
Are works proposed to any heritage listed buildings?	No
Is heritage tree removal proposed?	
Affiliations and Pecuniary interests	
Is the applicant or owner a staff member or councillor of the council assessing the application?	Yes
Description provided	Emma Smith - Project Officer
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	No
Political Donations	
Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

Payer details

Provide the details of the person / entity that will make the fee payment for the assessment.

The Environmental Planning and Assessment Regulation 2000 and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees. Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be

calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

First name	Emma
Other given name(s)	
Family name	Smith
Contact number	

Application documents

The following documents support the application.

Document type	Document file name
Civil Engineering Plan	CMAA19911School of Arts
DA Fee estimate	L (A) Development Application _cil - DA 010.2022.00000180.001
Generated Pre-DA form	Pre-DA form_1651567897.pdf
Other	statement-of-environmental-effects-commercial_
Site plans	Site Plan
Statement of environmental effects	Statement of environmental effects

Applicant declarations

I declare that all the information in my application and accompanying documents is , to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes
I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be required to release information which you provide to it.	Yes
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	

Lodgement details

Outcome of the pre-lodgement review	Application was lodged
Applicant paid the fees?	No
Council unique identification number	10.2022.180.1
Date on which the application was lodged into Council's system	9/05/2022

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8.2 DEVELOPMENT APPLICATION 10.2022.223.1 DWELLING HOUSE AND DETACHED SHED

Record No: I22/414

RECOMMENDATION

That pursuant to section 4.16(1)(a) of the *Environmental Planning and Assessment Act 1979 (as amended)* Council grants consent to DA 10.2022.223.1 for a Dwelling house and detached shed on Lot: 1 DP: 1266876, with conditions of consent attached to this report.

BACKGROUND

Applicant Number:	10.2022.223.1
Applicant:	Hugh Gordon Architect Pty Ltd
Owner:	P G Johnson & K E Johnson
DA Registered:	17/06/2022
Property Description:	Lot: 1 DP: 1266876
Area:	12.3 Hectares
Zone:	R5 – Large Lot Residential
Current Use:	Vacant Land
Proposed Use:	Dwelling house and detached shed
Permitted in Zone:	Yes
Recommendation:	Approval with Conditions

The purpose of this report is to seek approval for development application DA 10.2022.223.1 for a dwelling house and detached shed on lot 1 DP 1266876, Old Dry Plains Road Cooma NSW.

In accordance with the requirements of Council Policy “Referral of Development Applications to Council” the application is being referred as the application is on behalf of a Councillor.

Upon assessment, the assessing officer is satisfied that the development complies with the provisions of the Cooma Monaro Local Environmental Plan 2013 and Cooma Monaro Shire Development Control Plan 2014 and it is recommended that approval be granted subject to conditions.

If Council decides to make a determination other than as included in the recommendation, it must follow the procedure adopted through resolution 18/18 on 15 February 2018.

RESPONSIBLE OFFICER: Chief Operating Officer

PROPOSED DEVELOPMENT IN DETAIL

The proposal is for a dwelling house and detached shed to be constructed on a large lot residential allotment to the south of Cooma. The property is the subject of a recent subdivision and the lot is currently vacant. The proposed 487sqm five (5) bedroom dwelling includes a study, attached garage living spaces and a salon.

The salon is not required to have separate approval through this development application. A salon can operate as a home occupation if it complies with the provisions of State Environmental Planning Policy (Exempt and Complying Development) 2008 ("Code SEPP"). The size of the salon as proposed is compliant with the floor space requirements of the Cooma Monaro LEP 2013 (CMLEP 2013) and the Code SEPP and as such can be deemed as exempt development.

The dwelling is to be constructed of preformed concrete panels with aluminium windows, doors and a colorbond roof. The principal colours of the building are off white and grey. The shed is to be constructed from colorbond in a grey colour to blend with the surrounding development. Due to the location of the dwelling and its' low profile construction it will not dominate the landscape and minimal clearing will be required to facilitate the development.

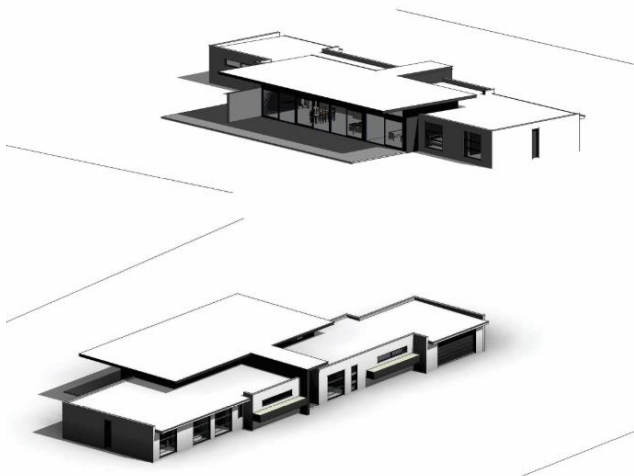


Figure 1 – 3D views of the proposed dwelling.

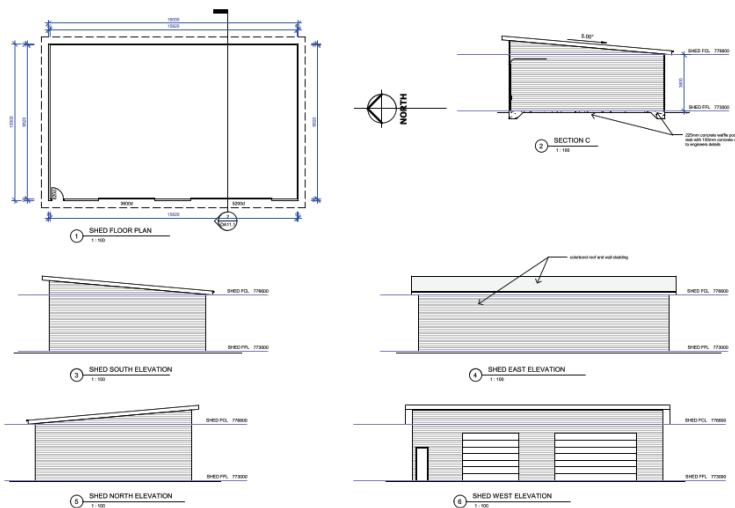


Figure 2 – Plans of proposed detached shed.

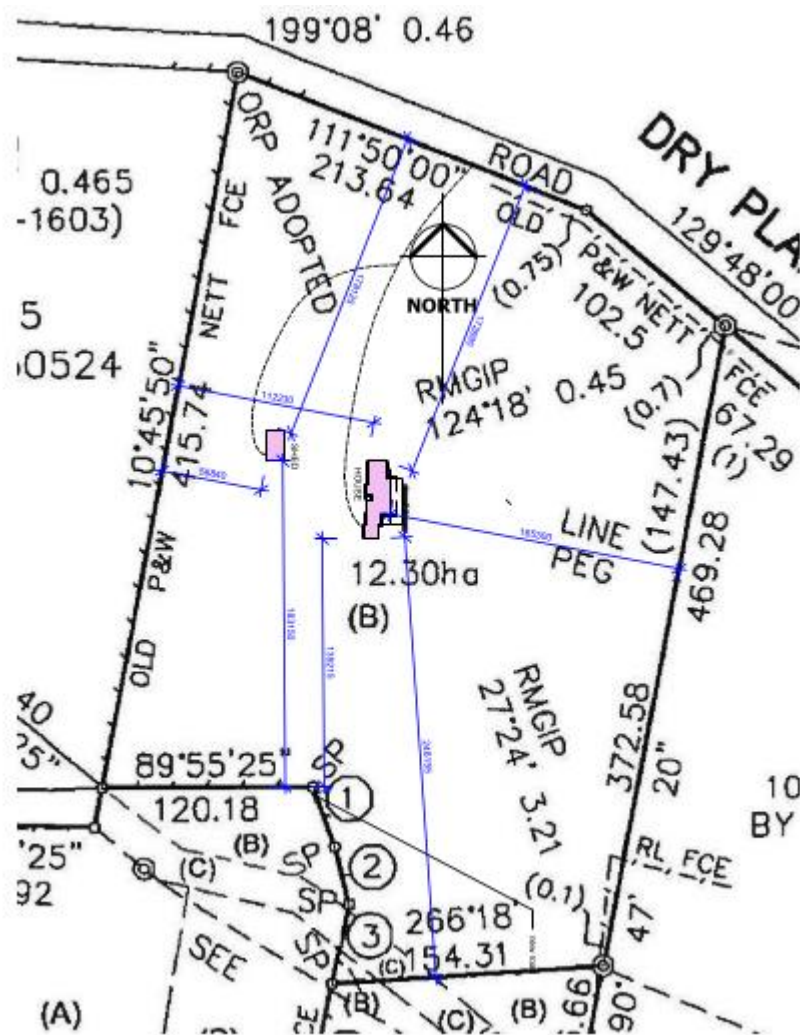


Figure 3 – Site plan of proposed dwelling and detached shed.

SITE DESCRIPTION & SITE HISTORY

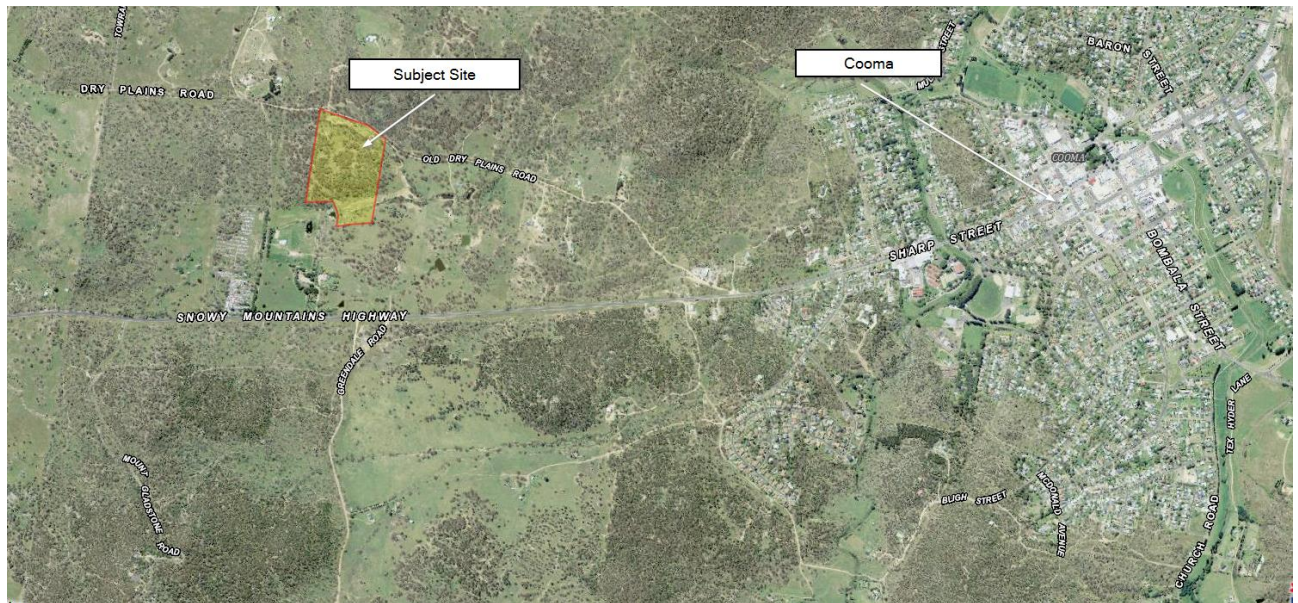


Figure 4 – Subject site in context of surrounding locale.



Figure 5 – Subject site.

Previous Development History

The site is vacant.

10.2020.2001409.1 – 4 lot subdivision.

INTEGRATED DEVELOPMENT

The proposed development was reviewed against the relevant provisions of the EP&A Act 1979 to identify whether the application was integrated development. The development was not deemed to be Integrated Development under Section 4.46 of the Environmental Planning and Assessment Act 1979.

REFERRALS

External Referrals

The development application was not required to be referred to any external agencies.

Internal Referrals

The development application was referred to the following sections of Council for comment:

Section	Comments
Development Engineering	Acceptable subject to conditions

LEGISLATIVE REQUIREMENTS ASSESSMENT UNDER SECTION 4.15 OF EP&A ACT

As required by the Environmental Planning and Assessment Act, 1979, Section 4.15, the following relevant matters are addressed below:

- Suitability of the site;
- Environmental planning instruments (State Environmental Planning Policies, Local Environmental Plans);
- Draft environmental planning instruments;
- Development control plans;
- Likely Impacts of the Development - environmental (natural and built), social and economic;
- Any Planning Agreement or Draft Planning Agreement;
- The EP&A Regulations;
- Submissions; and
- Public interest.

The suitability of the site for the development

The proposed dwelling and detached shed are proposed to be located on a recently subdivided vacant block of land. The site in which the buildings are proposed is cleared of vegetation and no significant vegetation removal will be required to facilitate the development and its accompanying asset protection zones. The entrance to the site has been established, as is the general location of the driveway to the building sites. The development will be serviced by an onsite sewerage management facility and a site and soil assessment has been submitted with the development

application to demonstrate that the waste from the development can be disposed of onsite appropriately.

The provisions of any environmental planning instrument

State Environmental Planning Policies

The proposal has been assessed against the provisions of all known SEPP's and the development has been found **to** achieve an acceptable level of compliance. The SEPP's examined include (where applicable):

<i>State Environmental Planning Policies</i>	<i>Compliance/Relevance</i>
State Environmental Planning Policy (Biodiversity and Conservation) 2021	No significant clearing is required to facilitate the development. The clearing required does not exceed the threshold for triggering the provisions of the Biodiversity Offset Scheme credits.
State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004	The development application was accompanied by a BASIX Certificate and NatHERS Certificate showing compliance with the provisions of the SEPP.

Permissibility of the development under the Cooma Monaro Local Environmental Plan 2013

- The subject land is zoned: R5 - Large Lot Residential
Zone R5 Large Lot Residential
 - 1 Objectives of zone
 - To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
 - To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
 - To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
 - To minimise conflict between land uses within this zone and land uses within adjoining zones.
 - To promote an innovative and flexible approach to rural residential development.
 - 2 Permitted without consent
Environmental protection works; Extensive agriculture; Home-based child care; Home occupations
 - 3 Permitted with consent
-

Animal boarding or training establishments; Biosolids treatment facilities; Boat sheds; Camping grounds; Caravan parks; Cellar door premises; Cemeteries; Centre-based child care facilities; Community facilities; Depots; Dual occupancies; **Dwelling houses**; Eco-tourist facilities; Electricity generating works; Environmental facilities; Exhibition homes; Exhibition villages; Farm buildings; Function centres; Funeral homes; Garden centres; Helipads; Home occupations (sex services); Horticulture; Information and education facilities; Landscaping material supplies; Light industries; Markets; Oyster aquaculture; Places of public worship; Plant nurseries; Pond-based aquaculture; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Respite day care centres; Roads; Roadside stalls; Sewage treatment plants; Signage; Tank-based aquaculture; Tourist and visitor accommodation; Transport depots; Truck depots; Veterinary hospitals; Viticulture; Water recycling facilities; Water supply systems

4 Prohibited

Hotel or motel accommodation; Serviced apartments; Any other development not specified in item 2 or 3

- Definition of land usage under CMLEP 2013: Dwelling house and ancillary outbuilding associated with residential use

dwelling house means a building containing only one dwelling.

- The proposal is permissible with development consent from Council pursuant to Zone R5 of the CMLEP 2013.
- The proposal **is** considered to be consistent with the aims and objectives of the plan.

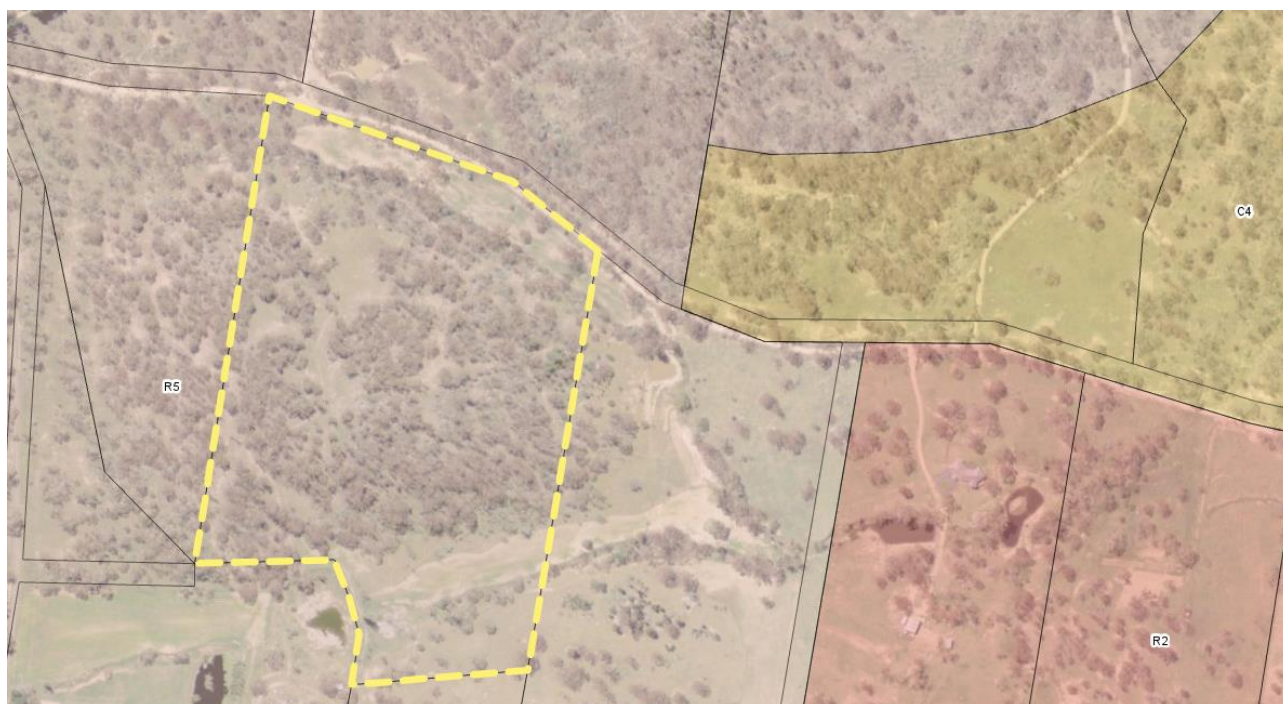


Figure 6 – Subject site, land zoning.

In the assessment of this application, the following special provisions from CMLEP 2013 are of relevance and have been assessed for compliance:

Clause 4.2B Erection of dual occupancies and dwelling houses on land in certain rural, residential and environment protection zones



The development complies – A dwelling house is permitted with consent under the provisions of clause 4.2B(3)(a) and clause 4.2B(4) (a)-(c) as the minimum lot size as shown the Lot Size Map applicable to the land is 8 hectares and the subject lot is 12.3 hectares. There are no existing dwellings on the land and no approvals for dwellings related to the land.

Clause 6.3 Terrestrial biodiversity



The development complies - The subject site is identified as “Biodiversity” on the Terrestrial Biodiversity Map. Under the provisions of Clause 6.3 (3) before determining a development application for development on land to which this clause applies, the consent authority must consider—

(a) whether the development is likely to have—

(i) any adverse impact on the condition, ecological value and significance of the fauna and flora on the land, and

(ii) any adverse impact on the importance of the vegetation on the land to the habitat and survival of native fauna, and

(iii) any potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land, and

(iv) any adverse impact on the habitat elements providing connectivity on the land, and

(b) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.

The development has been sited within an area that has been previously cleared and no extensive vegetation removal has been proposed to facilitate the development or the associated asset protection zones. The development is small scale in nature and is a residence and ancillary shed on a lot which, has been recently subdivided for residential purpose. As such it is not considered to have a negative impact on vegetation on the site or related fauna habitats. The bulk of the 12 hectare site will be left undisturbed by the development. Provision satisfied.

Under the provisions of Clause 6.3 (4) development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that—

(a) the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or

(b) if that impact cannot be reasonably avoided by adopting feasible alternatives—the development is designed, sited and will be managed to minimise that impact, or

(c) if that impact cannot be minimised—the development will be managed to mitigate that impact.

The development being of a small scale residential development on a large allotment is not considered to have an significant adverse environmental impact. The dwelling and shed are to be located on land that has been previously cleared thereby avoiding any extensive vegetation or habitat removal. No specific mitigation measures are required due to the siting and scale of the development. Provision satisfied.

Clause 6.10 Essential Services

The development complies –

- (a) The development will be supplied with tank water and conditions of consent will be included to ensure that adequate size tanks are provided to service the development.
 - (b) The development is serviced by mains electricity and will have Photovoltaic Solar Panels installed in addition to mains power.
 - (c) The development will be serviced by an onsite sewerage management facility, and a site and soil assessment has been included with the development application to demonstrate the development can be serviced by onsite disposal of effluent.
 - (d) Storm water will be managed onsite due to the size of the allotment with roof catchment for domestic water supply purposes.
 - (e) The development is accessed directly from a public road providing coinciding legal and practical access.
-

The proposal has also been examined in detail against the provisions of Councils' CMLEP 2013 and has been found to achieve an acceptable level of compliance.

Provision of any proposed Environmental Planning Instruments

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

Assessment against the relevant provisions of Cooma Monaro Development Control Plan 2014

In the assessment of this application, the following DCP provisions are of relevance and have been assessed for compliance:

Provision	Response
2 General Development Controls	
2.1 Streetscape	Complies - The development will have minimal streetscape impact as it is on a large allotment and will not be visible from the road due to extensive setbacks.
2.2 Building height and bulk	Complies - The development is single storey and of minimal bulk and scale when taken into the context of the site.
2.3 Building Setbacks	Complies – Minimum setbacks in zone R5 (for lots greater than 2 hectares) is 50m front, 10m side and 25m rear. The subject proposal is 172m from the front boundary, 56m at its closest point to the side boundary and 139m at its closest point to the rear boundary.
2.5 Vehicular access and roads	Complies – The development is serviced by a public road. The driveway crossover requirements will be reinforced through a condition of consent. Any upgrades to the existing entrance onto Old Dry Plains Road will be approved through a section 138 approval under the Roads Act.
2.6 Stormwater	Complies – The stormwater for the development will be managed onsite as the dwelling will be serviced through rainwater for domestic supply. Tank overflow will be managed on site through onsite dispersal and will be reinforced through appropriate conditions of consent.
2.7 Energy efficiency	Complies – The development application was accompanied by the required BASIX certificate and was supported by a Nathers Assessment and

	certification.
2.8 Erosion and sediment control	Complies – Appropriate Erosion and sediment control will be required throughout construction and until revegetation of any disturbed areas has occurred. A condition of consent will be included to reinforce compliance with these requirements.
2.9 Landscaping	Complies – No specific additional landscaping is proposed or required for this development. The site is a large bush block of which the majority is to be left in its current state without significant vegetation removal.
3 Controls for Specific Development Types	
3.3 Residential Accommodation	
3.3.1 Dwelling houses	<p>Complies –</p> <ul style="list-style-type: none"> • The dwelling has an attached double garage which provides accommodation for two vehicles. • The attached garage has an internal door which separates it from the living space and is proposed with a door which swings inwards in compliance with DCP requirements. • The applicant has not requested any temporary accommodation on site whilst construction occurs.
6. Provisions for Specific Locations	
6.1 Bushfire Prone Land	<p>Complies – The development is on land which is mapped as bushfire prone. The application was accompanied by a bushfire assessment in accordance with Planning for Bushfire Protection 2019 (PBP). The development was assessed against the requirements of PBP and appropriate conditions of consent will be included to ensure compliance.</p> <p>In accordance with PBP, there are no bush fire protection requirements for Class 10a buildings located more than 6m from a dwelling in bush fire prone areas. As such there are no specific requirements for the detached shed.</p> <p>The development has been assessed for a Bushfire Attack Level (BAL) 19. With associated Asset Protection Zone (APZ) of 25m in each direction from the dwelling.</p> <p>The asset protection zones fall wholly within the subject lot.</p>

7 Non Design Related Provisions	
7.1 Tree Preservation	Complies – The development does not exceed the clearing thresholds for triggering the Biodiversity Offset Scheme. No significant removal of vegetation will be required to facilitate the development.
7.2 Rural addresses and street numbers	Complies – The property presently does not have a rural address, a condition of consent will be proposed to ensure that an address is applied for prior to the commencement of construction on site. A fee will be charged for the rural address plate in accordance with Councils Schedule of Fees and Charges.
7.4 Onsite Waste Management Systems	Complies – The applicant has provided a site and soil assessment for onsite effluent disposal which demonstrates that the site can accommodate onsite disposal. Relevant conditions of consent will be proposed to ensure that all required approvals are sought to install and operate the onsite sewerage management system.
8 Public Notification Requirements	
8.2 Prescriptive Requirements	The development application did not require notification or advertising in line with Snowy Monaro Community Participation Plan 2019.

Planning Agreements

Any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.5.

Any matters prescribed by the regulations

Clauses 92(1), and 93 are not applicable to this application.

Submissions

The proposed development was not required to be notified as per the requirements of the Snowy Monaro Community Participation Plan 2019.

Impacts of the Development – Environmental, Social & Economic

Access, transport and traffic

The development has access from a public road and conditions of consent will be proposed to ensure that any driveway crossover meets Councils requirements.

Easements/88B Restrictions on Use

There are no easements or restrictions on use that impact on the subject site or development.

Bushfire Assessment s4.14

The site is mapped as bushfire prone land and an assessment of the development has been carried out against the provisions of Chapter 7 of Planning for Bushfire Protection 2019.

The assessment has determined that the development as presented complies with the provisions of PBP and associated requirements have been included in the proposed conditions of consent.

Social impact in locality

No negative social impacts, the development is a single dwelling on a large lot residential allotment.

Economic impact in locality

NIL - No negative economic impact.

Impacts during construction

Minimal impacts during construction can be managed through appropriate conditions of consent.

Public Interest

The proposal is not contrary to the public interest, as it complies with the Council's standards and will not contribute to creating an undesirable precedent.

CONCLUSION

The Snowy Monaro Regional Council is the consent authority for this application.

Upon assessment it is considered that the proposed development generally complies with the relevant provisions of Section 4.15 of the Act, LEP, DCP and Policies and it is generally aesthetically, economically, socially and environmentally acceptable having regard to the surrounding natural & built environment. Accordingly, approval is recommended subject to the imposition of the conditions of consent.

ATTACHMENTS

1. Draft Conditions of Consent 10.2022.223.001
 2. Plans 10.2022.223.1
 3. Statement Of Environmental Effects 10.2022.223.1
 4. Naturs Certificate 10.2022.223.1
 5. BASIX Details 10.2022.223.1
 6. Bushfire Report 10.2022.223.1
 7. Site and Soil Assessment OSSM 10.2022.223.1
 8. DA Form 10.2022.223.1
 9. Copy of DP 1266876
-



CONDITIONS OF CONSENT

10.2022.223.1

Part A – Administrative Conditions

Reason for imposition of conditions: Unrestricted consent may affect the environmental amenity of the area and would not be in the public interest.

ADM_01 Endorsed plans and supporting documentation:

Development must be carried out in accordance with the following plans and documentation, except where amended by Council and/or the conditions of this development consent.

Plan No.	Plan Title.	Drawn By.	Dated.
DA02.1	Site Plan	Hugh Gordon Architect	June 22
DA01.1	Title	Hugh Gordon Architect	May 22
DA03.1	Floor Plan	Hugh Gordon Architect	May 22
DA04.1	Elevations (East and West)	Hugh Gordon Architect	May 22
DA05.1	Elevations (North and South)	Hugh Gordon Architect	May 22
DA06.1	Sections	Hugh Gordon Architect	May 22
DA07.1	3D views	Hugh Gordon Architect	May 22
DA08.1	3D views	Hugh Gordon Architect	May 22
DA09.1	Area Plan	Hugh Gordon Architect	May 22

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DA10.1	Roof Plan	Hugh Gordon Architect	May 22
DA11.1	Shed Plan and Section	Hugh Gordon Architect	May 22

Document Title.	Prepared By.	Dated.
Statement of Environmental Effects	Hugh Gordon	30/5/2022
BASIX Certificate	Certified Energy	25/5/2022
NatHERs Report		
Bushfire Assessment Report	Applicant	undated
Onsite Sewage Management Assessment	Water Check Testing	4/4/2022

In the event of any inconsistency between the approved plans and the supporting documentation, the plans will prevail.

Reason: It is in the public interest that work is carried out in accordance with the approved plans. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

ADM_02 Inconsistency between documents

In the event of any inconsistency between conditions of this consent and the drawings/documents referred to above, the conditions of this consent prevail.

ADM_03 Compliance with the Building Code of Australia and insurance requirements under the Home Building Act 1989

For the purposes of section 4.17(11) of the Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:

- a. that the work must be carried out in accordance with the requirements of the Building Code of Australia.
- b. in the case of residential building work for which the Home Building Act 1989

SNOWY MONARO REGIONAL COUNCIL

requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

This condition does not apply:

- c. to the extent to which an exemption is in force under the Home Building Regulation 2004, or
- d. to the erection of a temporary building.

Note: In this condition, a reference to the BCA is a reference to that code as in force on the date the application for the relevant Construction Certificate is made

Reason: To ensure the development complies with the requirements of Clause 69 of the Environmental Planning and Assessment Regulations 2000, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended

ADM_06 BASIX requirements

Under Clause 97A (3) of the Environmental Planning and Assessment Regulation 2000, it is a condition of this development consent that all the commitments listed in each relevant BASIX Certificate for the development are fulfilled. Relevant BASIX Certification means:

- a. A BASIX Certificate that was applicable to the development when this development consent was granted or modified in accordance with Section 4.55 of the EP&A Act, being BASIX Certificate No 13077415, 25 May 2022 or;
- b. If a replacement BASIX Certificate accompanies any subsequent application for a construction certificate, the replacement BASIX Certificate.

Reason: To ensure the development complies with the requirements imposed under Clause 75 of the Environmental Planning and Assessment Regulations 2021, , and Section 4.17 (11) of the Environmental Planning and Assessment Act 1979, as amended.

ADM_07 Aboriginal Objects

No Aboriginal objects may be harmed without an approval from Heritage NSW.

Reason: To ensure compliance with the provisions of the National Parks and Wildlife

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Act.

Part B – Other Approvals

OA_01 Separate Section 138 Permit - Roads Act 1993

Notwithstanding the issue of this development consent, separate consent from Council under Section 138 of the Roads Act 1993, must be obtained prior to any works taking place on a public road including the construction of a new driveway access (or modification of access) and prior to the issue of an occupation certificate. Applications for consent under Section 138 must be submitted on Council's standard application form and be accompanied by the required attachments and prescribed fee.

OA_04 Separate Section 68 Approval for Water supply, stormwater and sewerage works

Prior to issue of the Construction Certificate, an application pursuant to Section 68 of the Local Government Act 1993 to carry out water supply, stormwater and sewerage works must be submitted to Council. The developer is to ensure that approval for the s68 application must be obtained prior to any plumbing and drainage works being undertaken on the site

Note - Failure to obtain the Section 68 Approval prior to works being undertaken may result in the developer receiving a monetary penalty and the plumber being subject to investigation by the Department of Fair Trading and a fine exceeding \$1500.

OA_05 Separate Section 68 Approval to Install On-site Sewage Management System

Notwithstanding the issue of this development consent, separate approval from council under Section 68 of the Local Government Act 1993 to install on-site sewage management system must be obtained prior to release of the Construction Certificate. Application for approval under Section 68 to Install On-site Sewage Management System must be submitted on council's standard application form and be accompanied by the required attachments and prescribed fee.

SNOWY MONARO REGIONAL COUNCIL

Part C – Prior To the Issue of the Relevant Construction Certificate

PCC_13 Bushfire

The building(s) must be designed and constructed so as to comply with the **Bush Fire Attack Level 19 (BAL19)** and the requirements of Australian Standard AS 3959 and the specifications and requirements of Planning for Bush Fire Protection 2019.

Details must be submitted to the Principal Certifying Authority with the application for a Construction Certificate demonstrating compliance with the requirements of BAL 29.

Compliance with the requirements of Planning for Bush Fire Protection 2019 is to prevail in the extent of any inconsistency with the Building Code of Australia.

Reason: In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Section 7 (Table 7.4a), Appendix 1 of Planning for Bush Fire Protection 2019' and AS3959

PCC_06 Long service levy

In accordance with Section 6.8(1)(b) of the Environmental Planning and Assessment Act 1979, a Construction Certificate must not be issued until any long service levy payable under Section 34 of the Building and Construction Industry Long Service Payments Act 1986 (or where such levy is payable by instalments, the first instalment of the levy) has been paid. Council is authorised to accept payment. Where payment has been made elsewhere, proof of payment must be provided to Council.

PCC_07 Compliance with Australian Standards and Building Code of Australia

The development is required to be carried out in accordance with all relevant Australian Standards and the requirements of the Building Code of Australia. Details demonstrating compliance must be submitted to the Principal Certifying Authority prior to the issue of the Construction Certificate.

PCC_15 Heating Appliances

The developer shall submit to the Certifying Authority (i.e. Council or Accredited Certifier) full details on the heating appliance/s to be installed within the development prior to the release of the Construction Certificate. The details include the location and type of appliance and the manufacturer's installation

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specifications.

PCC_08 Information required prior to the issue of a Construction Certificate

The following documentation must be submitted to the satisfaction of the Principal Certifying Authority, prior to the granting of the construction certificate (where applicable):

- A. Detailed building plans and specifications containing sufficient information to verify that the completed building will comply with the Building Code of Australia and the relevant Australian Standards.
- B. A list of any existing fire safety measures provided in relation to the land or any existing building on the land (not applicable to dwellings or outbuildings).
- C. A list of any proposed fire safety measures provided in relation to the land or any existing building on the land (not applicable to dwellings or outbuildings).
- D. A report prepared by a professional engineer detailing the proposed methods of excavation, shoring or pile construction, and what measures are to be implemented to prevent damage from occurring to adjoining or nearby premises as a result of the proposed excavation works. (NOTE: Any practices or procedures specified to avoid damage to adjoining or nearby premises are to be incorporated into the plans and specifications for the Construction Certificate).

Structural engineering details or design documentation including details of the following where relevant:

- Reinforced concrete strip footings.
- Reinforced concrete raft slab.
- Suspended reinforced concrete slabs.
- Structural steelwork.
- Structural timber work exceeding the design parameters of Australian Standard AS1684-1999 "Residential timber-framed construction".
- Upper floor joist layout.
- Retaining walls.

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- Roof trusses.
 - Wall/roof bracing.
 - The existing structure must be certified as being structurally adequate to carry out the proposed additional loadings.
- F. Method of protecting window/door openings as required by BCA Part
- G. Method of ventilating the basement car park. (Note: If mechanical ventilation is required, mechanical ventilation plans must be submitted that also confirm the minimum height clearance specified by AS 2890.1 – Car parking, will be achieved).

Reason: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended

Part D – Prior To the Commencement of Works

PCW_01 Prior to the commencement of works

No construction works approved by this consent are to commence unless the following have been satisfied:

- A. A Construction Certificate has been issued by a certifying authority.
- B. A Principal Certifying Authority has been appointed by the person having benefit of the development consent.
- C. A notice of commencement of building or subdivision works, and details of the appointed Principal Certifying Authority (in the event that Council is not appointed), are issued to Council at least 48 hours prior to the commencement of works.
- D. The Principal Certifying Authority is notified in writing of the name and contractor license number of the owner/builder intending to carry out the approved works.

PCW_03 Erection of signage

A sign must be erected in a prominent position on any site on which any approved work is to be carried out:

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- showing the name, address and telephone number of the certifying authority for the work;
- showing the name of the principal contractor (if any) for any demolition or building work and a telephone number on which that person may be contacted outside working hours; and
- stating that unauthorised entry to the work site is prohibited.

The sign must be maintained while the approved work is being carried out and must be removed when the work has been completed

Reason: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended.

PCW_04 Rural Address Number

The developer shall apply to Council for the provision of a rural address and associated number plate. The address plate is to be erected at the site(s) nominated by Council prior to the commencement of construction. Note - This application is to be made to Council on the appropriate form with the relevant fee. Application forms can be obtained from Council offices. Reason - Rural Address Number is to facilitate the efficient and effective deliver of goods, services and emergency assistance to the site.

PCW_05 Erosion and drainage management

Earthworks and/or demolition of any existing buildings must not commence until an erosion and sediment control plan is submitted to, and to the satisfaction of the Principal Certifying Authority. The plan must comply with the guidelines set out in the NSW Department of Housing manual 'Managing Urban Stormwater: Soils and Construction Certificate' (The Blue Book).

Erosion and sediment control works must be implemented in accordance with the erosion and sediment control plan.

Reason: To ensure the impact of the work on the environment in terms of soil erosion and sedimentation is minimised. Section 4.15(1)(b) of the Environmental Planning and Assessment Act 1979, as amended.

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PCW_12 Temporary Sanitary Facilities

Toilet facilities are to be provided at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out at the rate of one toilet for every 20 persons or part of 20 persons employed at the site. Each toilet provided must be:

- A. a standard flushing toilet; and
- B. connected to either: an accredited sewage management facility or an approved chemical closet.
- C. Located on the site so as to minimise the visual and sensory impacts to neighbouring properties.

The toilet facilities shall be provided on-site, prior to the commencement of any works.

PCW_16 Termite Control

Prior to the commencement of works, the Applicant will submit to the satisfaction of the PCA (i.e. Council or Private Certifier) documentation confirming the building will be protected from termite attack in accordance with the provisions of Australian Standard AS 3660.1. The submitted documentation will include:

- a) details of the proposed methods to be used; and
- b) certification of works performed;

A durable notice must be permanently fixed to the building in a prominent location, such as in the electrical meter box indicating:

- a) the method of protection;
- b) the date of installation;
- c) where a chemical barrier is used, its life expectancy as listed on the National Registration Authority label; and.
- d) the need to maintain and inspect the system on a regular basis.

NOTE: Under slab chemical treatment will not be permitted as the only method of treatment unless the area can be retreated without major disruption to the building.

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PCW_19 Enclosure of the Site

The site must be enclosed with a suitable security fence to prohibit unauthorised access, to be approved by the Principal Certifying Authority. No building work is to commence until the fence is erected.

PCW_21 Dial Before You Dig

Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995 (NSW).

In addition the Dial Before You Dig enquiry must be current at the time of undertaking the construction activity in accordance with the requirements of the Infrastructure Asset Owner'.

Part E – During Construction

DC_01 Erosion and drainage management

Erosion and sediment control works must be implemented in accordance with the endorsed erosion and sediment control plan and maintained throughout the construction process.

Reason: It is in the public interest that the development works do not damage existing Council infrastructure and accordingly a record of existing conditions is required. Section 4.15(e) of the Environmental Planning and Assessment Act 1979.

DC_04 Use of Power Tools - Non-Residential Areas

The developer is to ensure that work on the development site by all persons using power tools and equipment is limited to the following hours:

Monday to Friday:	7.00am to 8.00pm
Saturday:	7.00am to 8.00pm
Sunday:	8.00am to 8.00pm
Public Holidays:	8.00am to 8.00pm

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Reason: To ensure building works do not have adverse effects on the amenity of the area.

DC_06 Principal Certifying Authority

A Principal Certifying Authority appointed to replace another must ensure that notice of the appointment and of the approval of the appointment is given to the consent authority and Council (if not the relevant consent authority) within 48 hours of the appointment.

DC_07 Inspections

All mandatory inspections required by the Environmental Planning and Assessment Act 1979 and any other inspections deemed necessary by the Principal Certifying Authority must be carried out during the relevant stage of construction. Work must not proceed beyond each critical stage until the Principal Certifying Authority is satisfied that work is proceeding in accordance with this consent, the Construction Certificate(s) and the Act. Council must be given 48 hours' notice to undertake the inspections.

Reason: It is in the public interest that critical stage inspections be issued for these components of the development in accordance with Section 162A of the Environmental Planning and Assessment Regulations 2000 as amended.

DC_08 Items not to be placed on roadway

The following items must not be placed on the footpath, roadway or nature strip at any time throughout the construction process:

- building materials, sand, waste materials or construction equipment;
- bulk bins/waste skips/containers; or
- other items that may cause a hazard to pedestrians.

DC_09 Site maintenance

The principal contractor, owner-builder or any other person having benefit of the development consent must ensure that:

- approved sediment and erosion control measures are installed and

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maintained during the construction period;

- building materials and equipment are stored wholly within the work site unless an approval to store them elsewhere is held; and
- the site is clear of waste and debris at the completion of works.

Such measures will be in place throughout the construction process.

DC_11 Archaeology – Unexpected Finds

If any Aboriginal object(s) is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the applicant must:

- Not further harm the object(s).
- Immediately cease all work at the particular location.
- Secure the area so as to avoid further harm to the Aboriginal object(s)
- Notify Heritage NSW as soon as practical by calling 131 555 or emailing: info@environment.nsw.gov.au, providing any details of the Aboriginal object(s) and its location
- Not recommence any work at the particular location unless authorised in writing by Heritage NSW.

All Aboriginal cultural heritage items must be mapped as polygons on all subdivision and operational plans to ensure these areas are not inadvertently impacted.

If harm to Aboriginal objects cannot be avoided, an application for an Aboriginal Heritage Impact Permit (AHIP) must be prepared and submitted to Heritage NSW before work may continue.

In the event that skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Heritage NSW contacted.

DC_16 Cut and fill

Soil removed from or imported to the site must be managed in accordance with the following principles:

- A. All excavated material removed from the site must be classified in accordance with the Department of Environment, Climate Change and Water

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NSW's Waste Classification Guidelines prior to disposal to an approved waste management facility and reported to the Principal Certifying Authority.

- B.** All fill material imported to the site is to wholly consist of Virgin Excavated Natural Material (VENM) as defined in Schedule 1 of the Protection of the Environment Operations Act 1997 or a material approved under the Department of Environment and Climate Change's general resource recovery exemption.

DC_23 Approved Plans on Site

A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification will be kept on the site at all times during construction and will be readily available for perusal by any officer of the Council or the PCA.

DC_24 Public Access and Site Security

It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied.

DC_25 Excavation

1. The developer is to ensure that at all times all excavations and backfilling associated with the development is executed safely and in accordance with professional standards.
2. The developer is to ensure that all excavations are properly guarded and protected at all times to prevent them from being a danger to life or property.

Reason: To ensure the development complies with the requirements of Clause 98E of the Environmental Planning and Assessment Regulations 2000, and Section 4.17(11) of the Environmental Planning and Assessment Act 1979, as amended

DC_27 Revegetation Works

At the completion of site works the following landscaping works are to be carried out:

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- a) all disturbed areas are to be weed free hay mulched.
- b) topsoil is spread over all disturbed areas with priority given to cut and fill batters;
- c) All disturbed areas are re-vegetated using drylands grass mix with a complete fertiliser;

Part F – Prior To the Issue of an Occupation Certificate

POC_01 Occupation Certificates

The owner, principal contractor or owner-builder must meet all costs associated with the foregoing conditions which must be completed prior to the issue of the relevant Occupation Certificate, unless otherwise stated.

POC_02 Smoke alarms

Smoke alarms must be installed in each Class 1 building or dwelling in accordance with the relevant provisions of the BCA – Housing Provisions, and in accordance with AS 3786. Smoke alarms must be connected to the consumer mains electric power supply and provided with a battery back-up. A Compliance Certificate certifying the installation of smoke alarms must be provided to the Principal Certifying Authority prior to the issue of the relevant Occupation Certificate.

POC_04 Infrastructure repair

Prior to the issue of an Occupation Certificate, any damaged public infrastructure caused as a result of construction works (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concrete vehicles) must be fully repaired to the satisfaction of Council and at no cost to Council.

POC_08 Services

Any adjustment or augmentation of any public utility services including gas, water, sewer, electricity, street lighting and telecommunications required as a result of the development must be at no cost to Council and undertaken prior to the issue

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of the relevant Occupation Certificate.

POC_09 Waste management

All refuse, spoil and/or material unsuitable for use must be removed from the site and lawfully disposed of upon completion of the building works and prior to the issue of the relevant Occupation Certificate.

POC_12 Fulfilment of BASIX commitments

The person having benefit of the development consent must demonstrate the fulfilment of BASIX commitments pertaining to the development prior to the issue of the relevant Occupation Certificate as required under Condition **ADM_06**.

POC_20 Separate S68 Approval to Operate On-site Sewage Management System

Notwithstanding the issue of this development consent, separate approval from council under Section 68 of the Local Government Act 1993 to operate on-site sewage management system must be obtained prior to release of the Occupancy Certificate. Application for approval under Section 68 to Operate On-site Sewage Management System must be submitted on council's standard application form and be accompanied by the required attachments and prescribed fee.

POC_23 Road Damage

The cost of repairing any damage caused to Council or other Public Authority's assets in the vicinity of the subject site as a result of construction works associated with the approved development, is to be repaired to the satisfaction of Council and to be met in full by the applicant prior to the issue of an Occupation Certificate.

POC_27 Rainwater Tank Capacity

Prior to the release of any occupation certificate a rainwater tank/s of a minimum volume of 90,000 is to be installed on the site. This requirement is in addition to any volume required for bush fire protection

Reason - to provide sufficient potable water for properties not connected to

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Council reticulated supply

POC_16 Clearing for Asset Protection Zones

Following completion of onsite building works and clearance/modification of vegetation for establishment of the bushfire Asset Protection Zone (APZ), the developer is to certify in writing that the clearing of vegetation for establishment of the APZ was confined within APZ boundaries. Certification of compliance is to be submitted to the Principal Certifying Authority prior to issue of the Occupation Certificate.

PART G – ONGOING USE AND OPERATION

OU_01 Occupation Certificate to be submitted

An Occupation Certificate must be obtained from the Principal Certifying Authority and a copy submitted to Council (if Council is not the Principal Certifying Authority) prior to the commencement of occupation, or use of the whole or any part of a new building, an altered portion of, or an extension to an existing building

Reason: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

OU_07 Smoke alarms

Smoke alarms must be maintained in each Class 1 building or dwelling in accordance with the relevant provisions of the BCA – Housing Provisions, and in accordance with AS 3786. Smoke alarms must be connected to the consumer mains electric power supply and provided with a battery back-up.

OU_12 Maintenance of BASIX Commitments

All BASIX commitments must be maintained in accordance with the requirements in Condition **ADM_06**.

OU_13 Bushfire Conditions – ongoing requirements

1. Asset Protection Zones

At the commencement of building works and in perpetuity the property around the building the following Asset Protection Zones (APZ) are created and maintained in accordance with Section 7 (Table 7.4a) and Appendix 4 of Planning for Bush Fire Protection 2019 for a distance of-

- APZ Inner Protection Area (IPA) of 25m minimum for the north, south, east and west aspects

Reason: In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Planning for Bush Fire Protection 2019’.

2. Water Supply

In recognition that no reticulated water supply exists, a 20,000 litre dedicated water supply tank (non-flammable or shielded from the threat) shall be provided for firefighting purposes. The water supply is required to be installed in accordance with the provisions of Section 7 (Table 7.4a) Water Supplies, of Planning for Bush Fire Protection 2019.

Reason: In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Planning for Bush Fire Protection 2019’.

3. Access Requirements

Property Access Roads shall comply with Section 7 (Table 7.4a) and appendix 3 of Planning for Bush Fire Protection 2019.

Reason: In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Planning for Bush Fire Protection 2019’.

4. Landscaping Requirements

Landscaping to the site is to comply with Section 7 (Table 7.4a) and the NSW RFS ‘Asset protection zone standards’ (Appendix 4)

Reason: In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Planning for Bush Fire Protection 2019’.

5. Utility Service Requirements

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Water, electricity and gas services for the dwelling are to comply with Section 7 (Table 7.4a) of Planning for Bush Fire Protection 2019.

Reason: In accordance with the requirements of Section 4.14 of the Environmental Planning and Assessment Act, 1979 and to ensure the development complies with Planning for Bush Fire Protection 2019'.

OU_17 Roof Water

The developer shall ensure that all stormwater is directed from the roof to rainwater storage tanks.

OU_19 Rainwater Tanks

1. All fixtures connected to the supply system are marked 'RAINWATER'.
2. Rainwater tanks are de-sludged every three years.
3. For Non-Charged Systems rainwater tanks are to be fitted with a first flush device and filter sock to prevent potential contaminants from entering the tank.
4. For Charged Systems the charged line must have a flush out drain point.
5. Rainwater tanks are fitted with the following:
 - a) Impervious covers and all access points, except for inlet and overflow, are fitted with close fitting lids.
 - b) The inlet and overflow shall incorporate a mesh covering and/or strainer.
6. The tank is enclosed, and inlets screened, to prevent the entry of foreign matter and to prevent mosquito breeding.
7. The roof catchment area is to be kept clear of overhanging vegetation.
8. Pumps are to be covered or screened to avoid noise nuisances to neighbouring properties.
9. All storm water that is not collected by the tank is to be directed away from tank foundations, buildings or other structures onto gardens or into rubble pits or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.
10. Tank overflow is to be connected to a retention/infiltration device, swale, appropriate landscaping or directly to the road drainage system such that it does not cause nuisance to neighbouring properties.

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OU_28 External Finishes

The materials and colours of external features of any building, driveways, walkways or large paved areas shall be in colours that blend with the surrounding natural materials and shall be non-reflective.

OU_35 Occupancy (Garages/Sheds Only)

The proposed structure is not approved for use as a separate occupancy or for sleeping accommodation.

OU_42 Rural Driveway

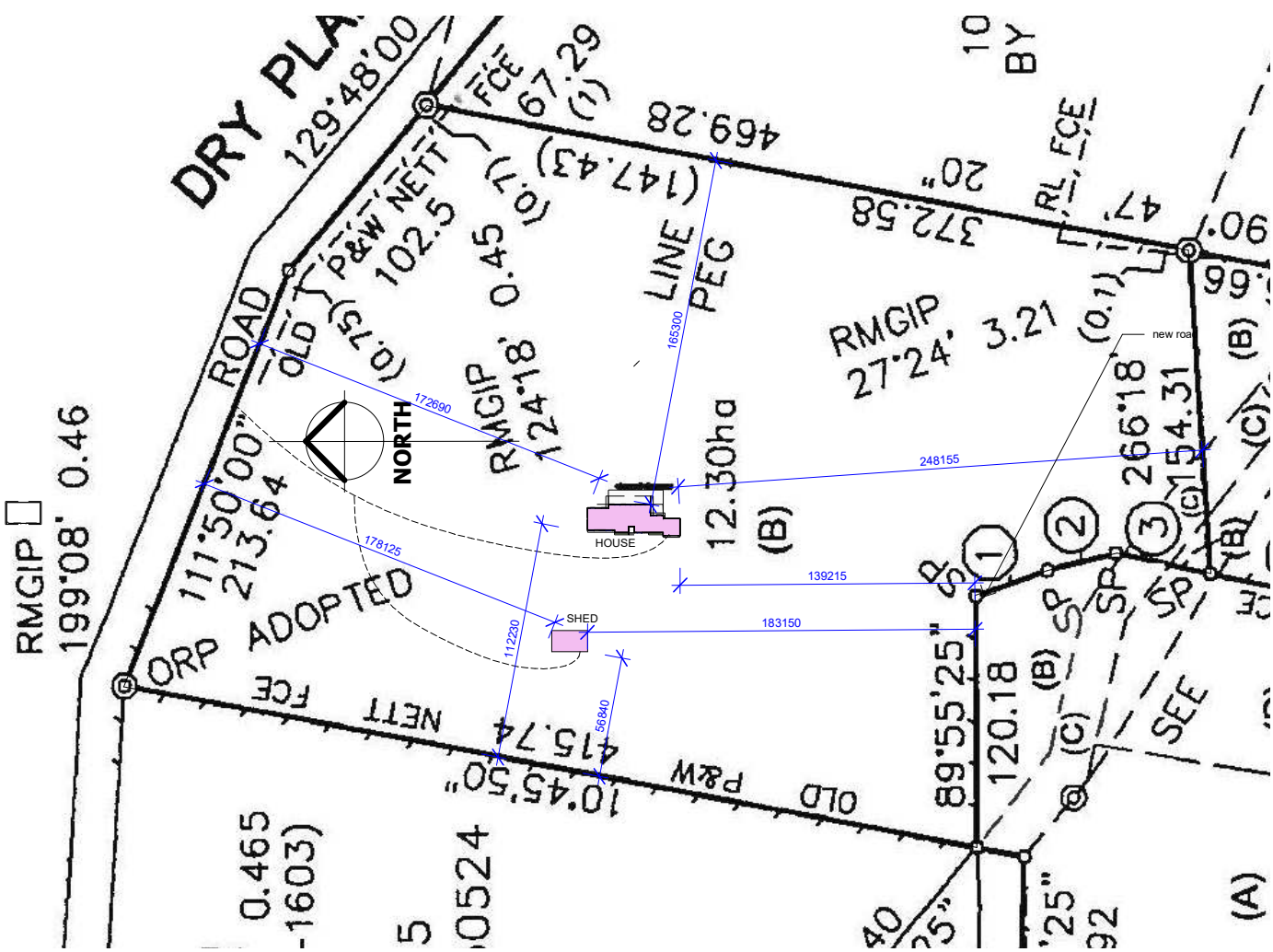
The developer shall construct a driveway crossover from the edge of the road to the property boundary in conformity with the Cooma Monaro DCP 2014 Standard Drawing B 238 (Rural).

The vehicular crossing shall be inspected by Council's Development Engineer or his delegate at the completion of work. Arrangements for inspections can be made by telephone (02) 6451 1550 during office hours.

Note:


Works in the road reserve must not commence until a Section 138 (Roads Act 1993) Consent Notice has been approved and issued by Council.

(1) DENOTES PO DISTANCE FROM B3037-1
(2) DENOTES PO DISTANCE BY DEDN FROM
(3) DENOTES PO DISTANCE FROM DP 82174
SP DENOTES STEEL POST ON CORNER



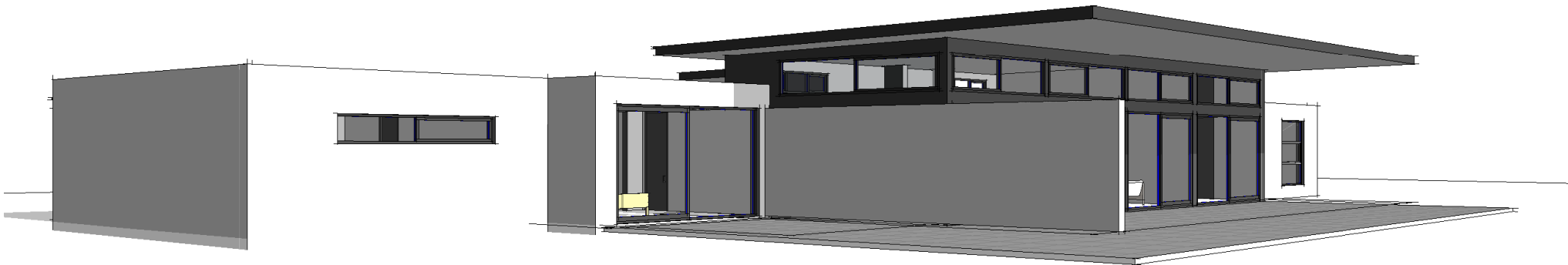
1 SITE PLAN
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ISSUE: DA		DRAWN: HG															
DRAWING TITLE: Site Plan		SCALE: 1 : 2000 @ A3															
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				<div>CANBERRA SYDNEY SOUTH COAST P (02) 62626433 M 0410 625 701 E design@hughgordon.com.au W www.hughgordon.com.au</div> <div> HUGH GORDON ARCHITECTS</div>													

NEW RESIDENCE, COOMA, NSW

DA01.1	Title	DA07.1	3d Views
DA02.1	Site Plan	DA08.1	3d Views
DA03.1	Floor Plan	DA09.1	Area Plan
DA04.1	Elevations	DA10.1	Roof Plan
DA05.1	Elevations	DA11.1	Shed Plan & Section
DA06.1	Sections		



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PROJECT: NEW RESIDENCE

ISSUE: DA
DRAWING TITLE: Title

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PROJECT ADDRESS: LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW

DATE: MAY '22
DRAWN: HG
SCALE: @ A3
PROJECT #: COOMA

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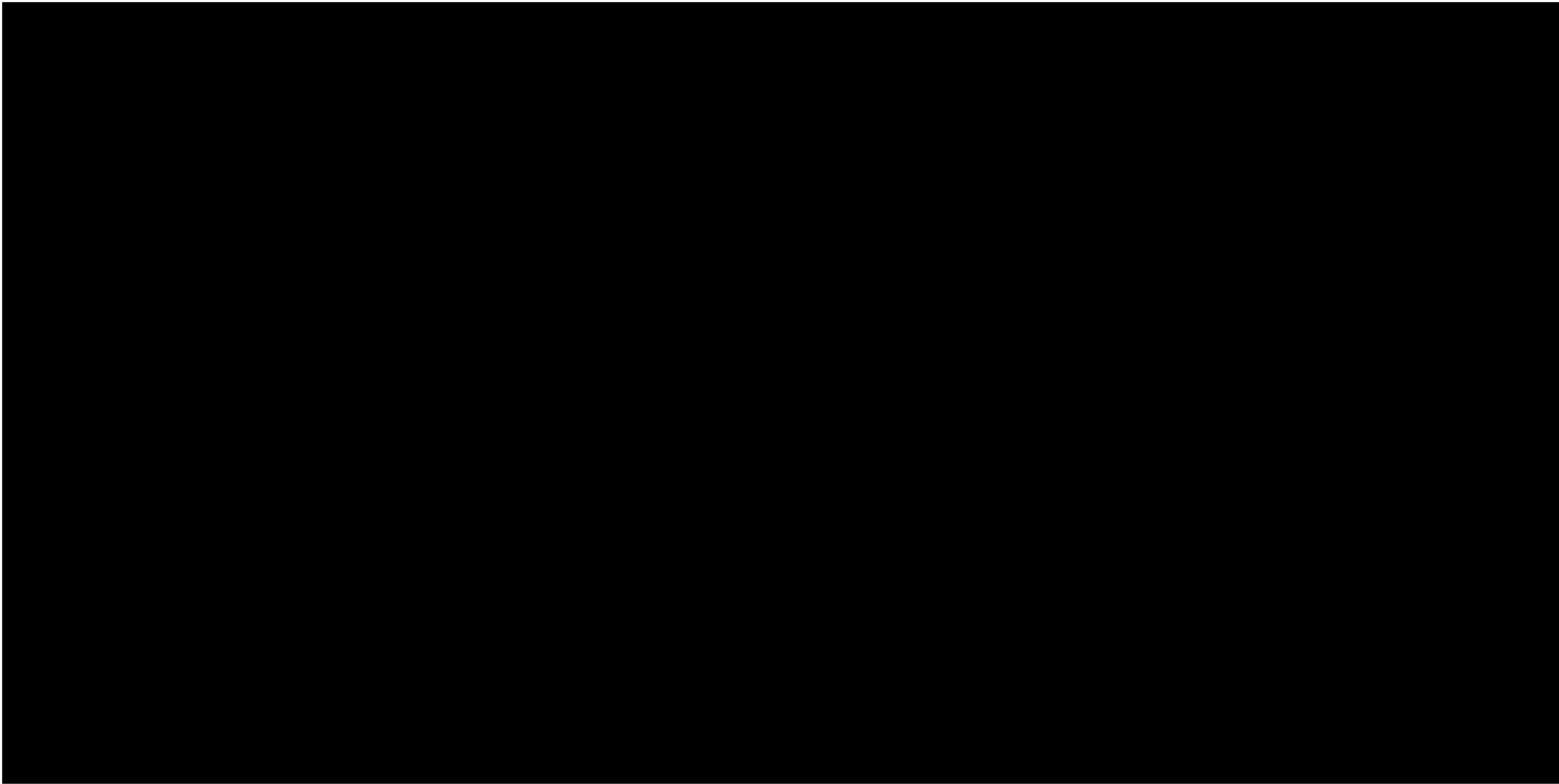
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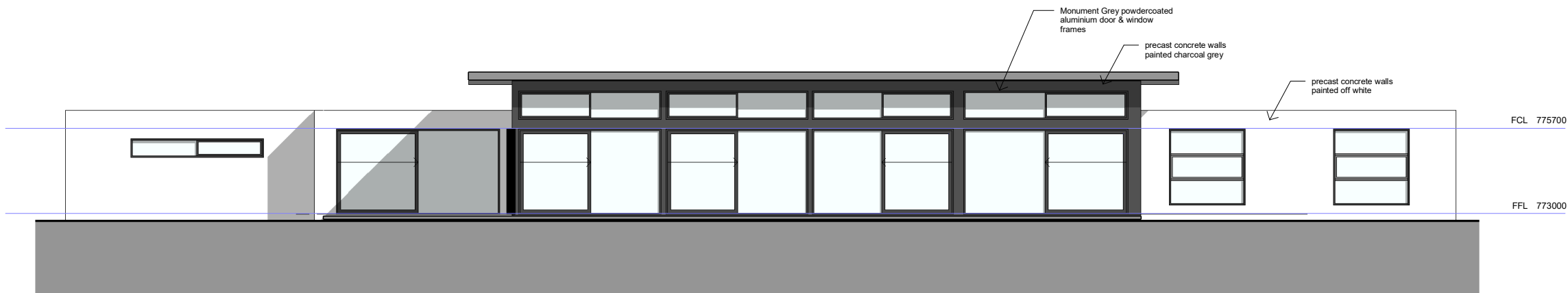
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ISSUE: DA	PROJECT ADDRESS: LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW	DRAWN: HG																
DRAWING TITLE: Floor Plan		SCALE: 1 : 100 @ A3																
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1 EAST ELEVATION
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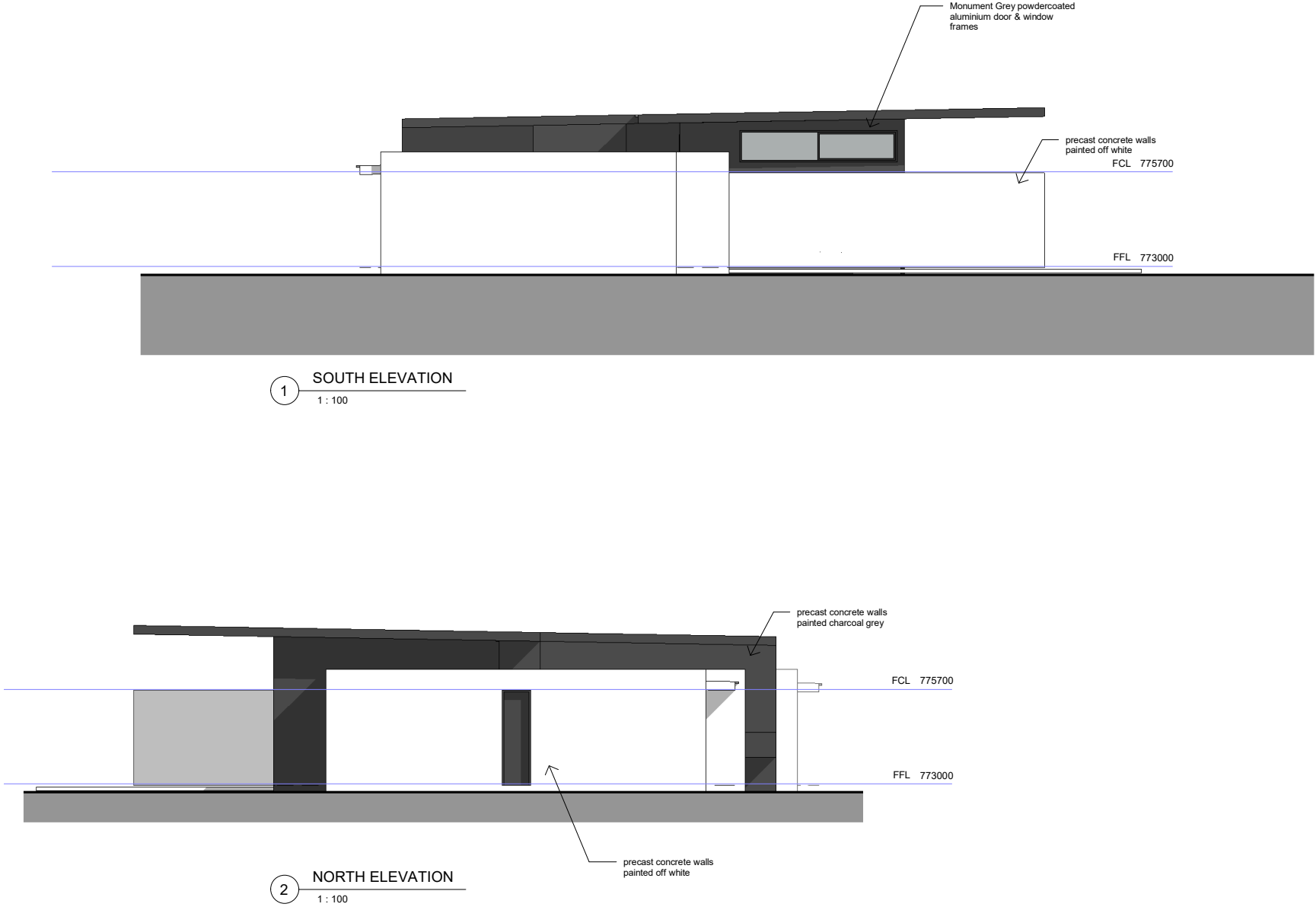


2 WEST ELEVATION
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PROJECT: **NEW RESIDENCE**

ISSUE: **DA**

DRAWING TITLE: **Elevations**

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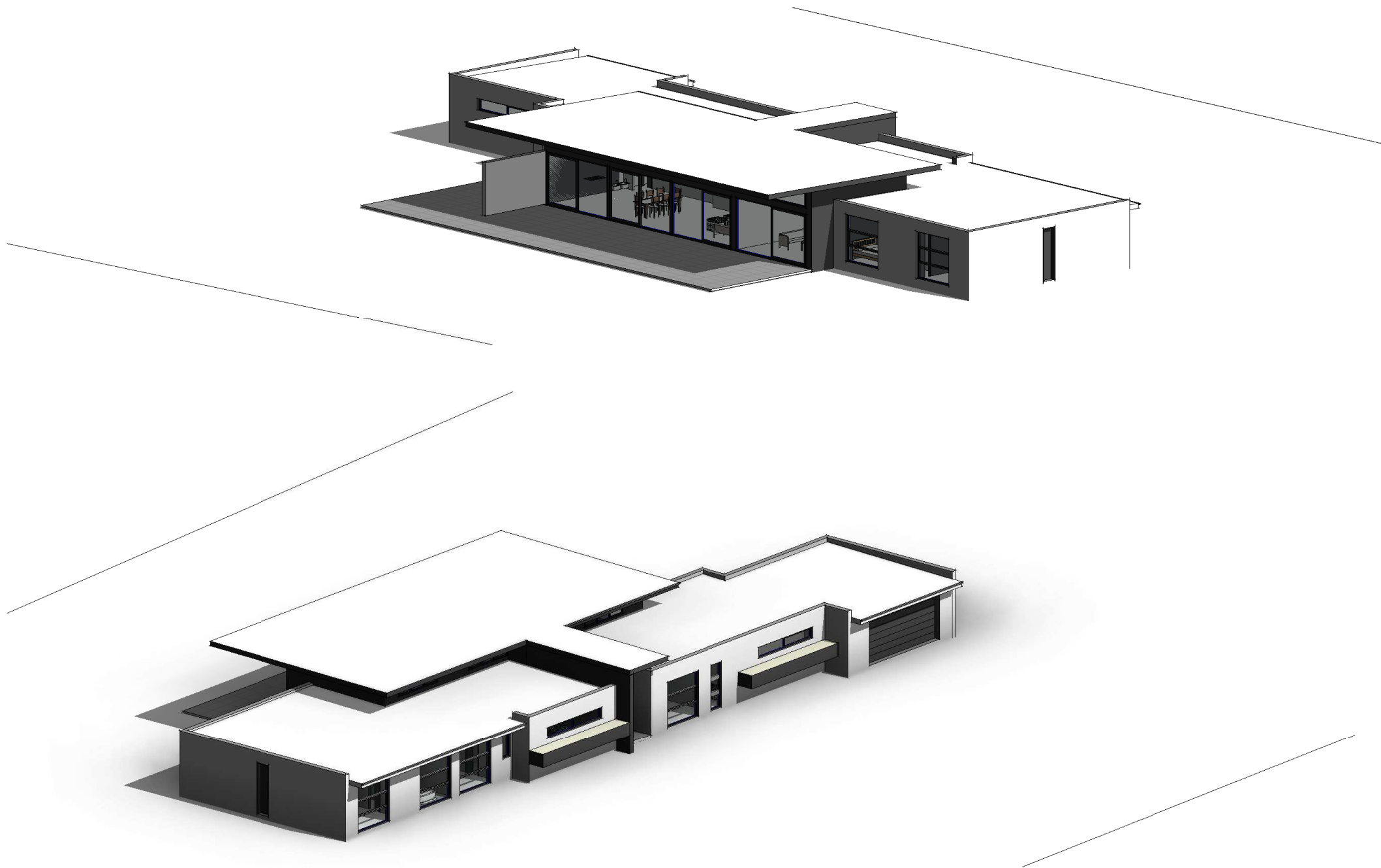


2 SECTION A
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1 SECTION B
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PROJECT: **NEW RESIDENCE**

ISSUE: **DA**

DRAWING TITLE: **3d Views**

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CLIENT: **PHIL & KARLEE JOHNSON**

PROJECT ADDRESS: **LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW**

DATE: **MAY '22**

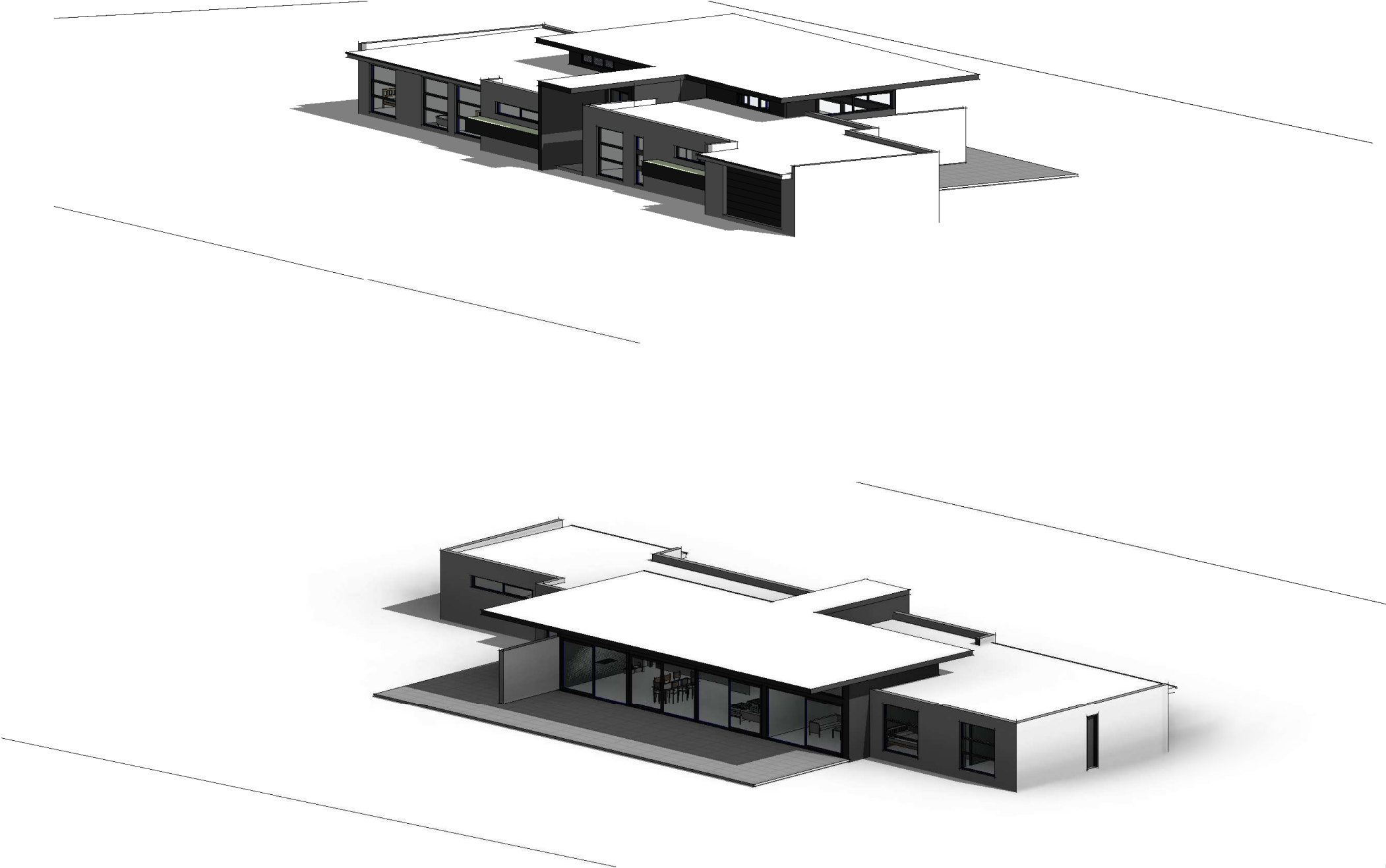
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SCALE: **@ A3**

PROJECT #: **COOMA**

SHEET ID: **DA07.1**

Rev	Date	Description



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CLIENT:PHIL & KARLEE JOHNSON

PROJECT ADDRESS:LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW

DATE:MAY '22

DRAWN:HG

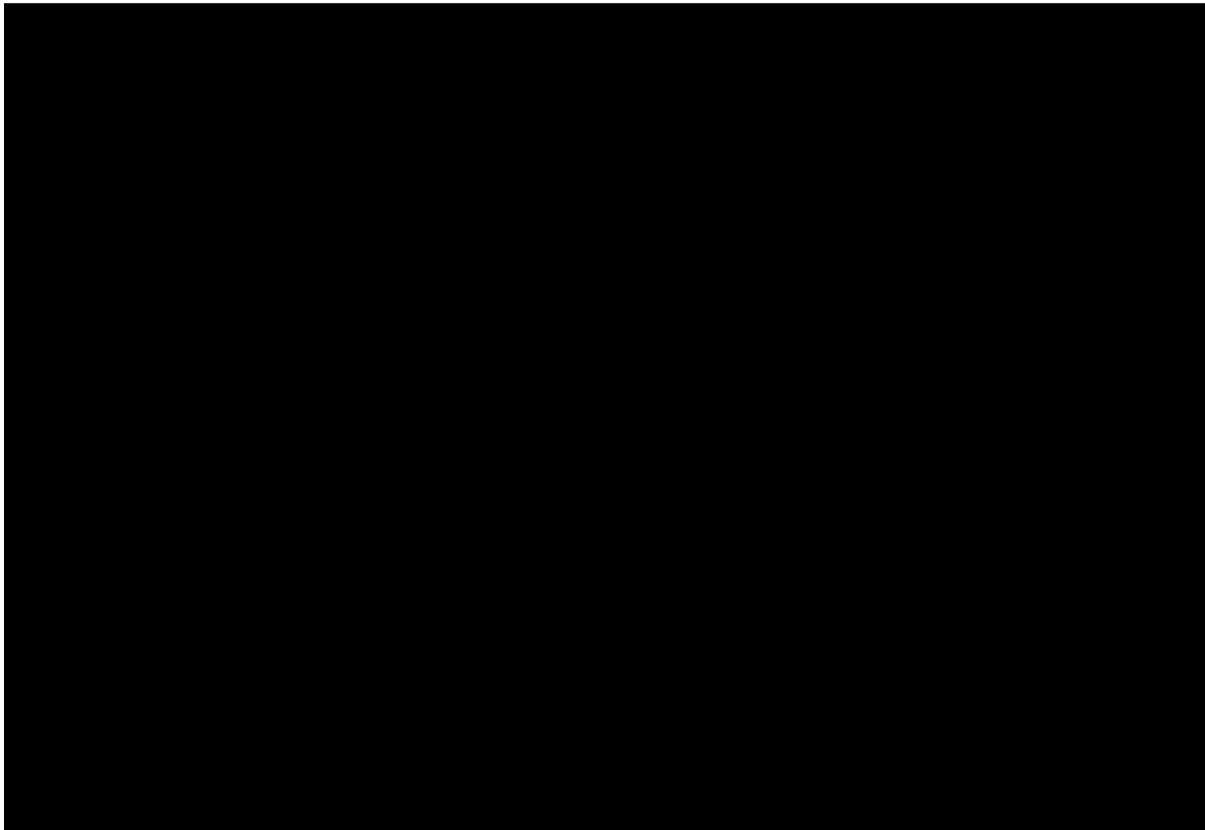
SCALE:@ A3

PROJECT #:COOMA

SHEET ID:DA08.1

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Redacted Floor Plans



BASIX Project Commitments			BASIX Number: 13077415		
Proposed: Single Dwelling					
Address: Lot 1 Old Dry Plains Road, Cooma					
Lot No / DP: 1/1173740					
Water					
Fixtures		Specification			
Shower head rating		4 star >= 6 but <= 7.5 l/min)			
Toilet rating		3 star			
Kitchen taps rating		3 star			
Bathroom taps rating		3 star			
Alternative water details					
Rainwater tank size		Individual	1000L		
Connected to:		Garden and lawn areas	Yes		
		All toilets	No		
		Laundry	No		
Thermal Comfort		Accreditation Number: HERA 10056		NathERS Number: 0007731201	
External walls		Requirements			
Concrete block, lined		Light colour	R2.5	Bulk + Anti-glare foil	
Internal walls					
Cavity wall, direct fix plasterboard		No insulation			
Cavity wall, direct fix plasterboard		Walls adjacent to garage		R2.0 Bulk insulation	
Ceiling					
External ceiling - Plasterboard		R5.0 Bulk insulation			
Roof					
Corrugated iron		Dark Colour (solar absorptance >0.70)			
		R1.8 Bulk + Reflective side down, No air gap above (Anticon 75, 80mm)			
Floors					
Waffle pod slab		No insulation			
Windows					
Aluminium frame ALM-003-03		Double air-fill low-e glazing with U-value 4.3 and SHGC 0.47 for Group A windows (awning, bifold, casement and tilt 'n' turn type windows/doors)			
Aluminium frame ALM-004-03		Double air-fill low-e glazing with U-value 4.3 and SHGC 0.53 for Group B windows (double hung, fixed, louvres and sliding type windows/doors)			
Ceiling Penetrations					
Downlight Covers		Approved fireproof downlight covers must be installed to all downlights in ceilings where insulation is installed.			
Lighting specification		Dwelling is rated without downlight			
Ceiling fans		No ceiling fans need to be installed			
Overshadowing details		No shading is applicable			
Site					
Orientation of nominal north elevation		As shown on plans			
Energy					
Hot water		Specification		Rating	
Individual system		Electric instantaneous		N/A	
Ventilation					
Bathroom exhaust		Individual fan, not ducted			
Control switch		Manual switch on/off			
Kitchen exhaust		Individual fan, not ducted			
Control switch		Manual switch on/off			
Laundry		Natural ventilation only			
Control switch		N/A			
Heating					
Individual systems - living areas		Gas hydronic system	N/A		
Individual systems - bedroom areas		Gas hydronic system	N/A		
Appliances					
Cooktop/oven		Electric cooktop & electric oven			
Ventilated fridge space		No			
Private outdoor clothes drying line		Yes			
Private indoor or sheltered clothes drying line		No			
Zoned Air-conditioning		No			
Alternative Energy					
Photovoltaic System		2.5KW			



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PROJECT: NEW RESIDENCE

ISSUE: DA

DRAWING TITLE: Area Plan

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CLIENT: PHIL & KARLEE JOHNSON

PROJECT ADDRESS: LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW

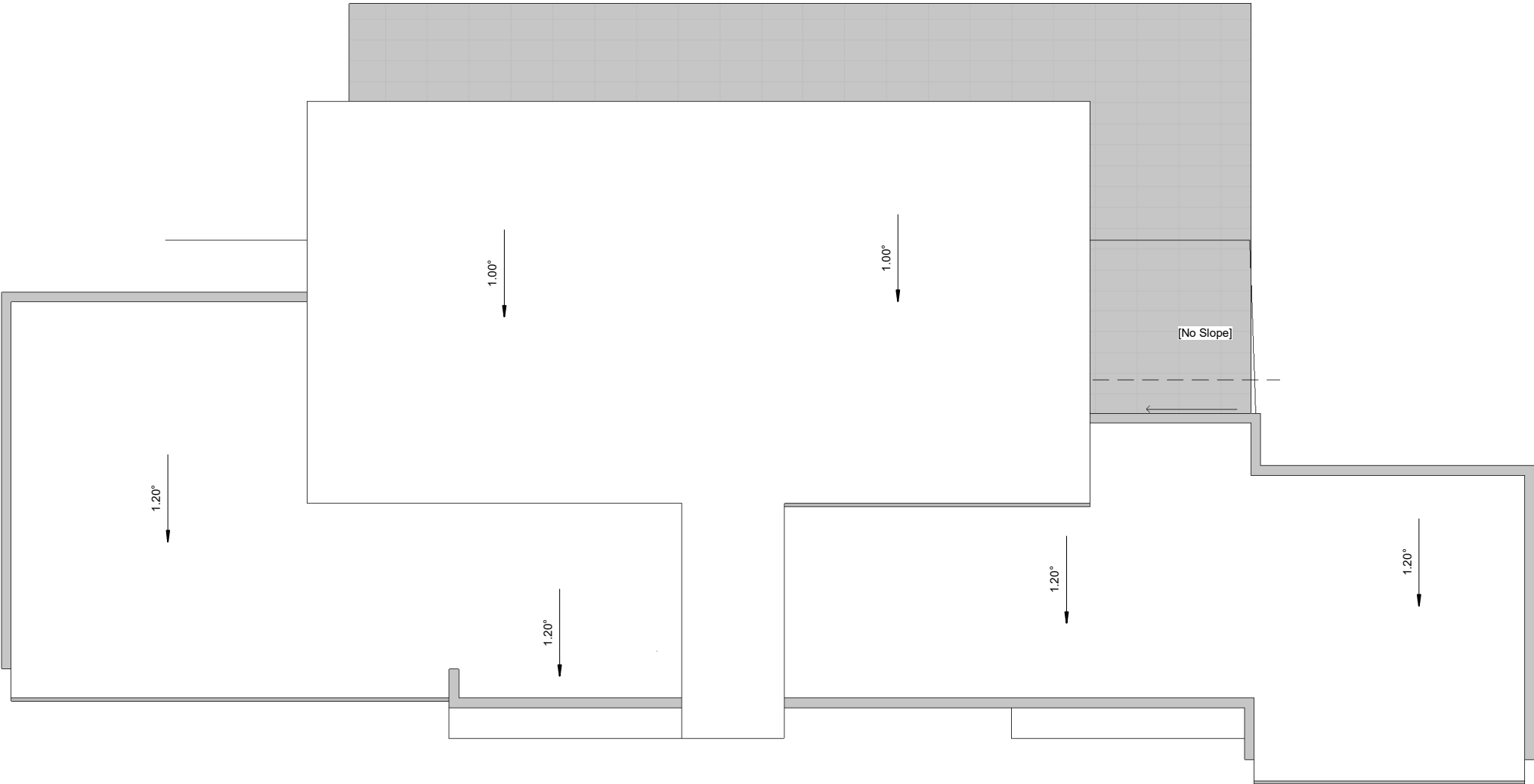
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DRAWN: Author					
SCALE: 1 : 200 @ A3					
PROJECT #: COOMA					
Rev	Date	Description			

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1 ROOF PLAN
1 : 100



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PROJECT:NEW RESIDENCE

ISSUE:DA

DRAWING TITLE:Roof Plan

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PROJECT ADDRESS:LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW

DATE:MAY '22

DRAWN:Author

SCALE:1 : 100 @ A3

PROJECT #:COOMA

SHEET ID:DA10.1

Rev	Date	Description

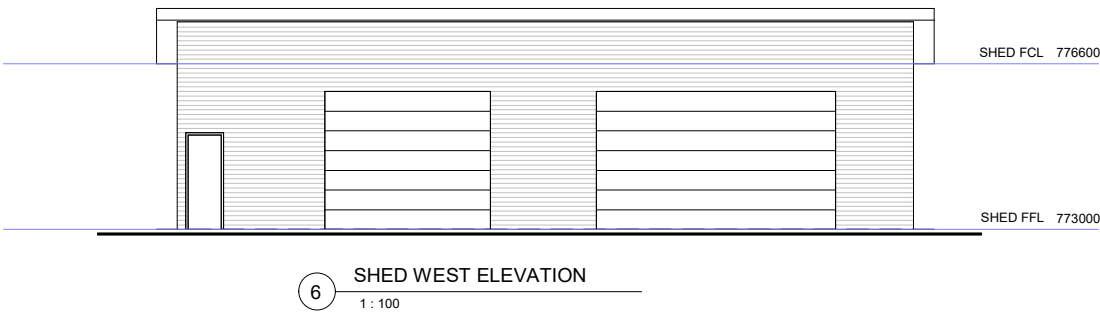
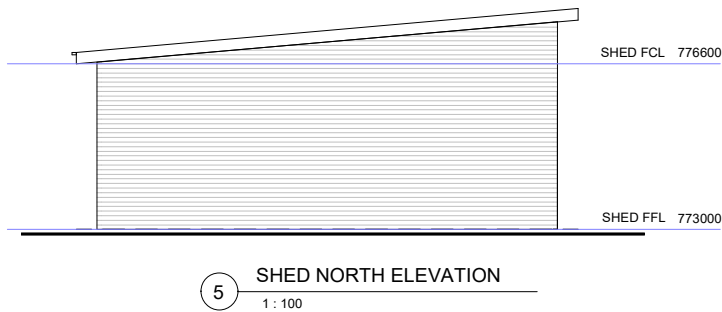
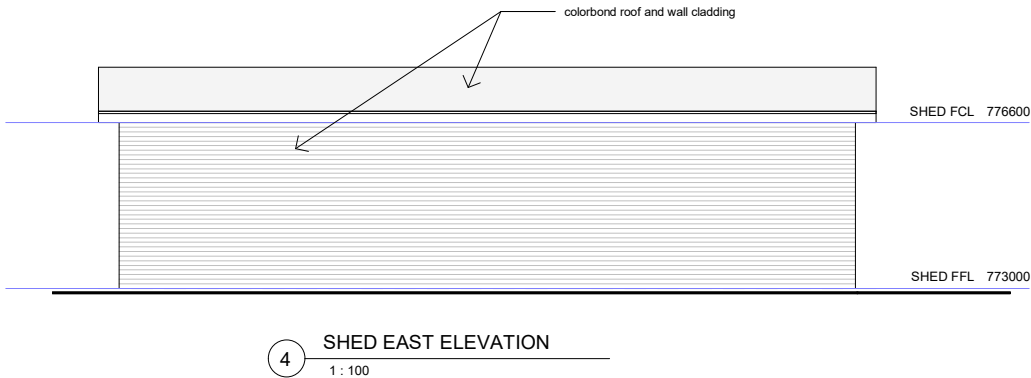
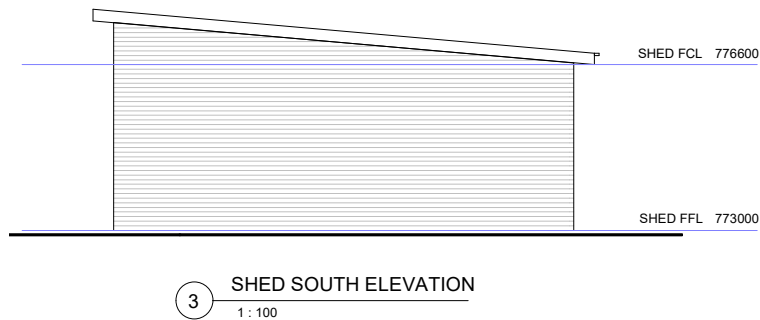
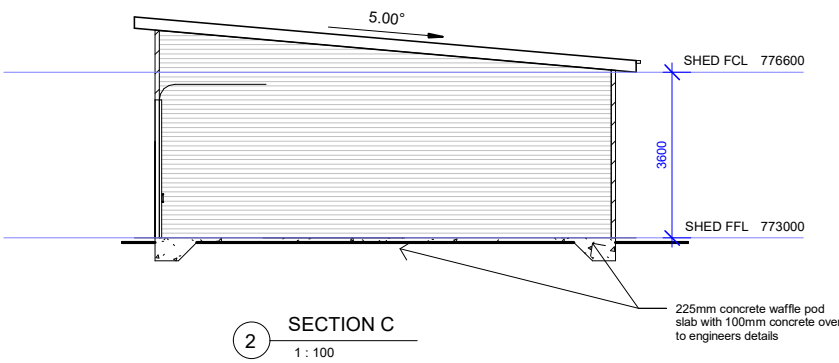
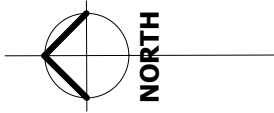
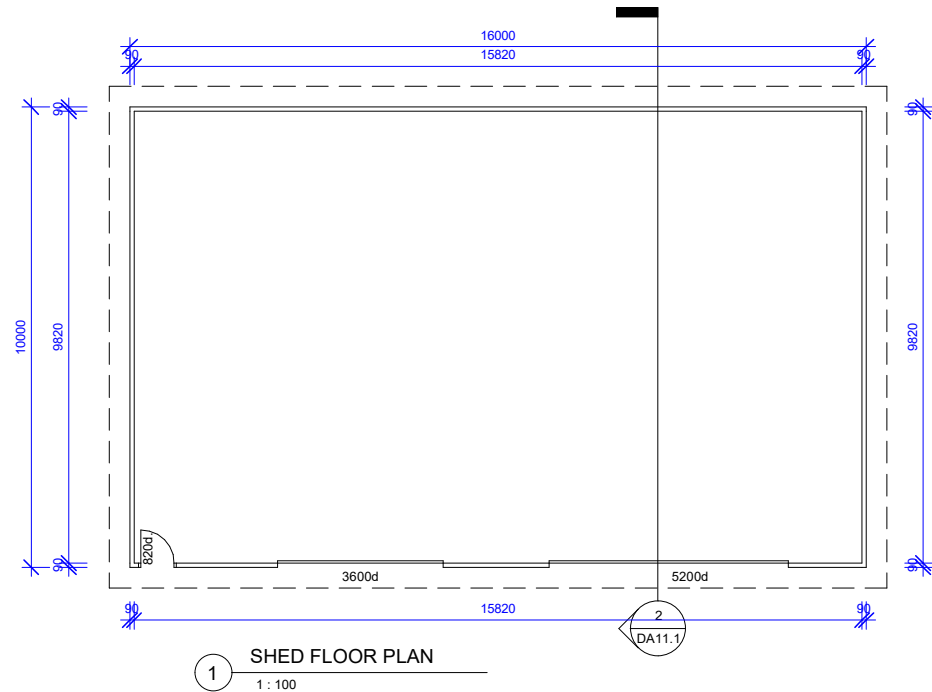
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PROJECT: **NEW RESIDENCE**
ISSUE: **DA**
DRAWING TITLE: **Shed Plan & Section**
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CLIENT: **PHIL & KARLEE JOHNSON**
PROJECT ADDRESS: **LOT 1 OLD DRY PLAINS ROAD, COOMA, NSW**

DATE: MAY '22				
DRAWN: Author				
SCALE: 1 : 100 @ A3				
PROJECT #: COOMA				
	SHEET ID: DA11.1			

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Statement of Environmental Effects

A Statement of Environmental Effects must be submitted with all Development Applications in accordance with Schedule 1 of the *Environmental Planning & Assessment Regulations 2000*.

If an answer requires additional details to be provided on likely impact(s) and the proposed means of mitigating or reducing such impact(s), additional space is provided on the last page. This Statement of Environmental Effects is not exhaustive and should be expanded where appropriate. *If more space is required, attach additional sheets.* In accordance with Section 148B of the *Environmental Planning and Assessment Act*, it is an offence to provide information that is false or misleading.

1 Author

Name: Hugh Gordon	Date: 30 May 2022
Company (if applicable): Hugh Gordon Architect Pty Ltd	

2 Relevant Planning Instrument

<input type="checkbox"/> Bombala LEP & DCP 2012	<input checked="" type="checkbox"/> Cooma Monaro LEP & DCP 2013	<input type="checkbox"/> Snowy River LEP & DCP 2013
<input checked="" type="checkbox"/> The proposal complies with the development standards of the relevant planning instrument		
<input type="checkbox"/> Variation Requested (include section here):		

3 Proposal

Proposal:	<input checked="" type="checkbox"/> New Dwelling <input type="checkbox"/> Dual Occupancy or Secondary Dwelling <input type="checkbox"/> Residential Flat Building <input type="checkbox"/> Multi Dwelling Housing	<input checked="" type="checkbox"/> Ancillary Outbuilding (ie garages and sheds) <input type="checkbox"/> Additions and Alterations <input type="checkbox"/> Change of Use (not involving building works) <input type="checkbox"/> Other:
Describe the development (include details)	This proposal is for a new dwelling and shed. The is currently an undeveloped block.	
Number of dwellings/units proposed:	One dwelling. One shed.	
Area of dwellings/units proposed:	The dwelling and garage is 487.94m ² ; shed is 160m ² .	
Number of bedrooms proposed:	Five bedrooms	
Number of storeys proposed:	Single storey	
Proposed parking arrangements:	Attached two car garage	
Type and extent of landscaping proposed:		
Proposed materials:	External Wall finishes (include proposed colours)	Windows and door frames will be Monument Grey powdercoated aluminium; walls will be precast concrete painted a mix of charcoal grey and off white.
	Roof finishes	Grey corrugated iron.
	Internal driveways/parking	A gravel access road will be installed.
	Fences/privacy screens	The existing boundary fences will be retained - no new fencing.
	Others	

Statement of Environmental Effects

4 Site & Surrounding Area

4.1 Site Analysis

Property address	Lot 1 Old Dry Plains Road, Cooma
Lot/DP/SP	1/-/DP1266876
Site area (m ² /ha)	12.3ha
Existing vegetation cover	
Improved pasture across the block. Some trees, but not around the house site.	
Existing structures	
None.	
Existing access arrangements	
Entry gate at the boundary.	
Describe how water is supplied to the site	
There are no dwellings currently on the block and not hot water being supplied.	
Describe how effluent is currently managed	
There are no dwellings currently on the block and no effluent management.	
Describe how stormwater is currently managed	
It is not managed.	
Describe how electricity and/or gas is supplied to the site	
It is not currently supplied to the site.	

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

4.2 Surrounding Area Analysis

Describe the types of development within the surrounding area

There are scattered houses - but nothing close by.

Outline the distances to neighboring dwellings/structures

Between 1 and 2 kms away.

Describe any Heritage items within the surrounding area

None

Describe the existing streetscape (ie landscaping, fences and building facades)

Rural road.

If applicable outline the predominant Heritage style within any conservation areas

Note: This information is also to be shown the submitted plans

5 Environmental Impacts

5.1 Traffic & Utility Services

Describe the type/number of vehicles expected to be parked on-site

2 cars and farm tractor in the new shed.

Describe how the development will gain legal vehicular access

The existing access point of Old Dry Plains Road will be used. A new gravel driveway will be formed up from the road into block.

Describe how water will be supplied to the development

Electric instant hot water.

Statement of Environmental Effects

Describe how effluent associated with the development will be managed
An irrigation system will be installed. Refer Effluent Report for details.
Describe how stormwater associated with the development will be managed
Rainwater tanks with excess into absorption trenches.
Describe how electricity and/or gas will be supplied to the development
It will be connected to the grid as well as PV panels. Gas will not be connected.

Note: This information is also to be shown the submitted plans

5.2 Neighbourhood Amenity

Describe proposed measures to minimise privacy, noise and security impacts (ie fencing/privacy screens, landscaping, etc)
This is a very large block and the proposed dwelling will not detrimentally impact any other properties.
Describe proposed measures to minimise the overshadowing of neighbouring living areas (shadow diagram must be supplied for buildings over two storeys)
This proposal will not overshadow any other dwellings.
Describe how the proposed development will address the existing streetscape (ie front fences, landscaping, building facade etc)
The proposed dwelling is set well back on the block and will not address the streetscape.
If applicable describe how development will complement the existing Heritage items or conservation area
Not Applicable .

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

5.3 Natural Environment

Describe how the proposed development will impact upon native flora and fauna (including the removal of vegetation for bushfire protection etc)

This block is largely improved pasture. The native trees on the block will be retained.

Describe proposed measures to minimise the impacts outlined above (ie Property Vegetation Plan, Biobanking etc)

Not Applicable

Outline proposed measures to minimise any impacts on natural waterways (i.e. diversion banks, separation etc)

The proposal will not impact any natural waterways.

Outline proposed measures to minimise any potential contamination (i.e. storage of chemicals, bunded areas etc)

Not Applicable.

Outline the levels of excavation/fill associated with the development

This proposal will require minimal excavation.

If applicable/appropriate describe how the development will manage flood waters (levy banks, construction etc)

Not Applicable

If applicable/appropriate describe how the development will manage bushfire events (asset protection zones, construction etc)

Refer Bushfire Report.

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

5.4 Construction Issues

Describe erosion and sediment control measures proposed (ie silt fences, hay bales etc)					
Not Applicable - this is a largely level site.					
Outline the expected duration of construction					
Total Days:	170 days				
Hours:	Monday - Friday			Saturday - Sunday	
	7.30	am	5.00	pm	8
				am	1
					pm
Outline how the site will be secured during the construction process					
The block is fenced and the gate will be locked.					
Outline any demolition proposed as part of the development (including the removal of any asbestos materials)					
Not Applicable					
Outline how building materials will be stored on the site during construction (ie storage sheds/containers etc)					
Building materials will be stored in secure shipping containers.					
Describe how waste generated during construction will be managed					
Waste Management Plan Complete a Waste Disposal Plan for all developments that include construction and/or demolition works. You may attach a Plan or use the table below. Waste includes, but is not limited to vegetation, trees, soil, construction waste, demolition waste, timber, asbestos, metals					

Note: This information is also to be shown the submitted plans

Statement of Environmental Effects

5.5 Waste Management Plan

Type of waste	Estimated Amount/Volume	Where/how it will be stored on site	Where it will be disposed	Method of transportation/disposal
General building waste	5m3	Skips	Waste Transfer Station	Skip truck

PRIVACY INFORMATION: The information you provide in this Statement will enable your application to be assessed by Council and any relevant state agency. If the information is NOT provided, your application may not be accepted. Your application will be publicly notified in accordance with Clause 8 of Snowy Monaro Regional Council's Development Control Plan 2013. The application details will also be kept by Council in a register that may be viewed by the public at any time. The Act provides that for the purposes of public notification, specific internal layouts of a dwelling maybe excluded from a plan prepared for such exhibition.

6 Additional Notes

Nationwide House Energy Rating Scheme NatHERS Certificate No. 0007731201

Generated on 20 May 2022 using BERS Pro v4.4.1.5 (3.21)

Property

Address 167 Old Dry Plains Road , Cooma , NSW
, 2630
Lot/DP 1/1173740
NCC Class* 1A
Type New Dwelling

Plans

Main Plan Rev. DA issued May 2022
Prepared by Hugh Gordon Architects

Construction and environment

Assessed floor area (m²)*	Exposure Type
Conditioned* 360.0	Open
Unconditioned* 82.0	NatHERS climate zone
Total 442.0	24
Garage 61.0	



Accredited assessor

Name Jamie Bonnefin
Business name Certified Energy
Email jobs@certifiedenergy.com.au
Phone 1300 443 674
Accreditation No. 10056
Assessor Accrediting Organisation
HERA
Declaration of interest None



Thermal performance

Heating	Cooling
179.5	29.2
MJ/m²	MJ/m²

About the rating

NatHERS software models the expected thermal energy loads using information about the design and construction, climate and common patterns of household use. The software does not take into account appliances, apart from the airflow impacts from ceiling fans.

Verification

To verify this certificate, scan the QR code or visit hstar.com.au/QR/Generate?p=yZXPIMCvE. When using either link, ensure you are visiting hstar.com.au



National Construction Code (NCC) requirements

The NCC's requirements for NatHERS-rated houses are detailed in 3.12.0(a)(i) and 3.12.5 of the NCC Volume Two. For apartments the requirements are detailed in J0.2 and J5 to J8 of the NCC Volume One.

In NCC 2019, these requirements include minimum star ratings and separate heating and cooling load limits that need to be met by buildings and apartments through the NatHERS assessment. Requirements additional to the NatHERS assessment that must also be satisfied include, but are not limited to: insulation installation methods, thermal breaks, building sealing, water heating and pumping, and artificial lighting requirements. The NCC and NatHERS Heating and Cooling Load Limits (Australian Building Codes Board Standard) are available at www.abcb.gov.au.

State and territory variations and additions to the NCC may also apply.

* Refer to glossary.

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Certificate check

Ensure the dwelling is designed and then built as per the NatHERS Certificate. While you need to check the accuracy of the whole Certificate, the following spot check covers some important items impacting the dwelling's rating.

Genuine certificate

Does this Certificate match the one available at the web address or QR code in the verification box on the front page? Does the set of NatHERS-stamped plans for the dwelling have a Certificate number on the stamp that matches this Certificate?

Ceiling penetrations*

Does the 'number' and 'type' of ceiling penetrations (e.g. downlights, exhaust fans, etc) shown on the stamped plans or installed, match what is shown in this Certificate?

Windows

Does the installed window meet the substitution tolerances (SHGC and U-value) and window type, of the window shown on this Certificate? Substituted values must be based on the Australian Fenestration Rating Council (AFRC) protocol.

Apartment entrance doors

Does the 'External Door Schedule' show apartment entrance doors? Please note that an "external door" between the modelled dwelling and a shared space, such as an enclosed corridor or foyer, should not be included in the assessment (because it overstates the possible ventilation) and would invalidate the Certificate.

Exposure*

Has the appropriate exposure level (terrain) been applied? For example, it is unlikely that a ground-floor apartment is "exposed" or a top floor high-rise apartment is "protected".

Provisional* values

Have provisional values been used in the assessment and, if so, noted in "additional notes" below?

Additional notes

*The dwelling has been assessed without recessed light fittings as no lighting or electrical plan has been provided.

*Obscure glazing has been modelled as clear glass as it has similar thermal properties.

I have not modeled the shading, no shading is applicable

Window and glazed door type and performance

Default* windows

Window ID	Window Description	Maximum U-value*	SHGC*	Substitution tolerance ranges	
				SHGC lower limit	SHGC upper limit
ALM-004-03 A	ALM-004-03 A Aluminium B DG Air Fill High Solar Gain low-E -Clear	4.3	0.53	0.50	0.56
ALM-003-03 A	ALM-003-03 A Aluminium A DG Air Fill High Solar Gain low-E -Clear	4.3	0.47	0.45	0.49

Custom* windows

Window ID	Window Description	Maximum U-value*	SHGC*	Substitution tolerance ranges	
				SHGC lower limit	SHGC upper limit
No Data Available					

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Window and glazed door *schedule*

Location	Window ID	Window no.	Height (mm)	Width (mm)	Window type	Opening %	Orientation	Window shading device*
Kitchen/Living	ALM-004-03 A	n/a	2700	4500	n/a	45	E	No
Kitchen/Living	ALM-004-03 A	n/a	2700	4500	n/a	45	E	No
Kitchen/Living	ALM-004-03 A	n/a	2700	4500	n/a	45	E	No
Kitchen/Living	ALM-004-03 A	n/a	900	13500	n/a	00	E	No Shading
Kitchen/Living	ALM-004-03 A	n/a	600	6000	n/a	00	W	No Shading
Kitchen/Living	ALM-004-03 A	n/a	900	4500	n/a	00	S	No Shading
Kitchen/Living	ALM-003-03 A	n/a	2700	1800	n/a	90	W	No
Kitchen/Living	ALM-004-03 A	n/a	900	1800	n/a	00	W	No Shading
Kitchen/Living	ALM-004-03 A	n/a	1	1	n/a	00	S	No Shading
Kitchen/Living	ALM-004-03 A	n/a	1	1	n/a	00	N	No Shading
Rumpus	ALM-004-03 A	n/a	2700	5200	n/a	45	E	No
Rumpus	ALM-004-03 A	n/a	900	13500	n/a	00	E	No Shading
Rumpus	ALM-004-03 A	n/a	600	3000	n/a	00	W	No Shading
Rumpus	ALM-004-03 A	n/a	1	1	n/a	00	N	No Shading
Corridor 2	ALM-003-03 A	n/a	600	4200	n/a	45	W	No
Bedroom 1	ALM-004-03 A	n/a	2700	5200	n/a	45	E	No
Bedroom 2	ALM-003-03 A	n/a	2400	2400	n/a	30	E	No
Bedroom 3	ALM-003-03 A	n/a	2400	2400	n/a	30	E	No
Bedroom 4	ALM-003-03 A	n/a	2400	2400	n/a	30	W	No
Theatre	ALM-003-03 A	n/a	600	4200	n/a	45	W	No
Study	ALM-003-03 A	n/a	2400	2400	n/a	30	W	No
Salon	ALM-003-03 A	n/a	2400	800	n/a	30	W	No
Guest Bedroom	ALM-003-03 A	n/a	2400	2400	n/a	30	W	No
Bath	ALM-003-03 A	n/a	2400	2400	n/a	30	W	No
Guest ENS	ALM-003-03 A	n/a	1400	600	n/a	90	W	No
Garage	ALM-003-03 A	n/a	600	4200	n/a	45	E	No

Roof window *type and performance*

Default* roof windows

Window ID	Window Description	Maximum U-value*	SHGC*	Substitution tolerance ranges	
				SHGC lower limit	SHGC upper limit
No Data Available					

Custom* roof windows

Window ID	Window Description	Maximum U-value*	SHGC*	Substitution tolerance ranges	
				SHGC lower limit	SHGC upper limit
No Data Available					

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Roof window schedule

Location	Window ID	Window no.	Opening %	Height (mm)	Width (mm)	Orientation	Outdoor shade	Indoor shade
No Data Available								

Skylight type and performance

Skylight ID	Skylight description
No Data Available	

Skylight schedule

Location	Skylight ID	Skylight No.	Skylight shaft length (mm)	Area (m ²)	Orientation	Outdoor shade	Diffuser	Skylight shaft reflectance
No Data Available								

External door schedule

Location	Height (mm)	Width (mm)	Opening %	Orientation
Laundry	2700	820	90	N
Garage	2500	5400	90	W

External wall type

Wall ID	Wall type	Solar absorptance	Wall shade (colour)	Bulk insulation (R-value)	Reflective wall wrap*
EW-1	Concrete block, lined	0.30	Light	Anti-glare foil with bulk no gap R2.5	No

External wall schedule

Location	Wall ID	Height (mm)	Width (mm)	Orientation	Horizontal shading feature* maximum projection (mm)	Vertical shading feature (yes/no)
Kitchen/Living	EW-1	2700	14095	E	4200	NO
Kitchen/Living	EW-1	2700	5100	S	1200	YES
Kitchen/Living	EW-1	2700	2990	W	3700	YES
Rumpus	EW-1	2700	5495	E	4200	NO
Rumpus	EW-1	2700	1600	N	1200	YES
Corridor 2	EW-1	2700	7090	W	0	YES
Bedroom 1	EW-1	2700	6095	E	1000	YES
Bedroom 1	EW-1	2700	1600	S	600	YES
Bedroom 2	EW-1	2700	3890	E	0	YES
Bedroom 3	EW-1	2700	3995	N	0	NO
Bedroom 3	EW-1	2700	4495	E	0	NO
Bedroom 4	EW-1	2700	3895	W	900	NO

* Refer to glossary.
Generated on 20 May 2022 using BERS Pro v4.4.1.5 (3.21) for 167 Old Dry Plains Road, Cooma, NSW, 2630

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Location	Wall ID	Height (mm)	Width (mm)	Orientation	Horizontal shading feature* maximum projection (mm)	Vertical shading feature (yes/no)
Bedroom 4	EW-1	2700	3795	N	0	NO
Laundry	EW-1	2700	2490	N	0	NO
Theatre	EW-1	2700	1100	N	12600	YES
Theatre	EW-1	2700	2800	S	0	YES
Theatre	EW-1	2700	6400	W	0	NO
Study	EW-1	2700	4295	W	0	NO
Study	EW-1	2700	2800	N	0	YES
Salon	EW-1	2700	1995	W	0	NO
Guest Bedroom	EW-1	2700	3390	W	900	NO
WIR 3	EW-1	2700	1590	E	0	NO
WIR 4	EW-1	2700	1290	W	900	NO
Bath	EW-1	2700	2895	W	900	NO
Guest ENS	EW-1	2700	1390	W	900	YES
Garage	EW-1	2700	7895	E	0	YES
Garage	EW-1	2700	7800	S	0	NO
Garage	EW-1	2700	7900	W	700	NO
Garage	EW-1	2700	1500	N	13400	YES

Internal wall type

Wall ID	Wall type	Area (m ²)	Bulk insulation
IW-1 - Cavity wall, direct fix plasterboard, single gap		401.00	No insulation
IW-2 - Cavity wall, direct fix plasterboard, single gap		17.00	Bulk Insulation, No Air Gap R2

Floor type

Location	Construction	Area (m ²)	Sub-floor ventilation	Added insulation (R-value)	Covering
Kitchen/Living	Waffle pod slab 225 mm 100mm	85.80	None	Waffle Pod 225mm	Bare
Kitchen/Living	Waffle pod slab 225 mm 100mm	11.50	None	Waffle Pod 225mm	Bare
Rumpus	Waffle pod slab 225 mm 100mm	33.40	None	Waffle Pod 225mm	Bare
Corridor 2	Waffle pod slab 225 mm 100mm	20.00	None	Waffle Pod 225mm	Bare
Bedroom 1	Waffle pod slab 225 mm 100mm	24.40	None	Waffle Pod 225mm	Carpet 10mm
Bedroom 2	Waffle pod slab 225 mm 100mm	17.40	None	Waffle Pod 225mm	Carpet 10mm
Bedroom 3	Waffle pod slab 225 mm 100mm	18.20	None	Waffle Pod 225mm	Carpet 10mm
Bedroom 4	Waffle pod slab 225 mm 100mm	15.70	None	Waffle Pod 225mm	Carpet 10mm
Laundry	Waffle pod slab 225 mm 100mm	8.10	None	Waffle Pod 225mm	Ceramic Tiles 8mm
Theatre	Waffle pod slab 225 mm 100mm	35.20	None	Waffle Pod 225mm	Bare
Study	Waffle pod slab 225 mm 100mm	15.90	None	Waffle Pod 225mm	Bare

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Location	Construction	Area (m ²)	Sub-floor ventilation	Added insulation (R-value)	Covering
Salon	Waffle pod slab 225 mm 100mm	7.20	None	Waffle Pod 225mm	Bare
WIR 1	Waffle pod slab 225 mm 100mm	7.00	None	Waffle Pod 225mm	Carpet 10mm
ENS 1	Waffle pod slab 225 mm 100mm	7.80	None	Waffle Pod 225mm	Ceramic Tiles 8mm
Powder	Waffle pod slab 225 mm 100mm	1.90	None	Waffle Pod 225mm	Ceramic Tiles 8mm
Guest Bedroom	Waffle pod slab 225 mm 100mm	14.70	None	Waffle Pod 225mm	Carpet 10mm
WIR 2	Waffle pod slab 225 mm 100mm	3.50	None	Waffle Pod 225mm	Carpet 10mm
WIR 3	Waffle pod slab 225 mm 100mm	3.30	None	Waffle Pod 225mm	Carpet 10mm
WIR 4	Waffle pod slab 225 mm 100mm	3.30	None	Waffle Pod 225mm	Carpet 10mm
Bath	Waffle pod slab 225 mm 100mm	12.50	None	Waffle Pod 225mm	Ceramic Tiles 8mm
Guest ENS	Waffle pod slab 225 mm 100mm	5.00	None	Waffle Pod 225mm	Ceramic Tiles 8mm
Garage	Waffle pod slab 225 mm 100mm	61.30	None	Waffle Pod 225mm	Bare
WIP	Waffle pod slab 225 mm 100mm	9.40	None	Waffle Pod 225mm	Bare
Corridor	Waffle pod slab 225 mm 100mm	19.50	None	Waffle Pod 225mm	Bare

Ceiling type

Location	Construction material/type	Bulk insulation R-value (may include edge batt values)	Reflective wrap*
Kitchen/Living	Plasterboard	Bulk Insulation R5	No
Kitchen/Living	Plasterboard	Bulk Insulation R5	No
Rumpus	Plasterboard	Bulk Insulation R5	No
Corridor 2	Plasterboard	Bulk Insulation R5	No
Bedroom 1	Plasterboard	Bulk Insulation R5	No
Bedroom 2	Plasterboard	Bulk Insulation R5	No
Bedroom 3	Plasterboard	Bulk Insulation R5	No
Bedroom 4	Plasterboard	Bulk Insulation R5	No
Laundry	Plasterboard	Bulk Insulation R5	No
Theatre	Plasterboard	Bulk Insulation R5	No
Study	Plasterboard	Bulk Insulation R5	No
Salon	Plasterboard	Bulk Insulation R5	No
WIR 1	Plasterboard	Bulk Insulation R5	No
ENS 1	Plasterboard	Bulk Insulation R5	No
Powder	Plasterboard	Bulk Insulation R5	No
Guest Bedroom	Plasterboard	Bulk Insulation R5	No
WIR 2	Plasterboard	Bulk Insulation R5	No
WIR 3	Plasterboard	Bulk Insulation R5	No
WIR 4	Plasterboard	Bulk Insulation R5	No
Bath	Plasterboard	Bulk Insulation R5	No
Guest ENS	Plasterboard	Bulk Insulation R5	No
Garage	Plasterboard	Bulk Insulation R5	No

* Refer to glossary.
Generated on 20 May 2022 using BERS Pro v4.4.1.5 (3.21) for 167 Old Dry Plains Road, Cooma, NSW, 2630

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Location	Construction material/type	Bulk insulation R-value (may include edge batt values)	Reflective wrap*
WIP	Plasterboard	Bulk Insulation R5	No
Corridor	Plasterboard	Bulk Insulation R5	No

Ceiling penetrations*

Location	Quantity	Type	Diameter (mm ²)	Sealed/unsealed
Kitchen/Living	1	Exhaust Fans	300	Sealed
ENS 1	1	Exhaust Fans	300	Sealed

Ceiling fans

Location	Quantity	Diameter (mm)
No Data Available		

Roof type

Construction	Added insulation (R-value)	Solar absorptance	Roof shade
Corrugated Iron	Bulk, Reflective Side Down, No Air Gap Above R1.8	0.85	Dark

0007731201 NatHERS Certificate

5.1 Star Rating as of 20 May 2022



Explanatory notes

About this report

A NatHERS rating is a comprehensive, dynamic computer modelling evaluation of a home, using the floorplans, elevations and specifications to estimate an energy load. It addresses the building layout, orientation and fabric (i.e. walls, windows, floors, roofs and ceilings), but does not cover the water or energy use of appliances or energy production of solar panels.

Ratings are based on a unique climate zone where the home is located and are generated using standard assumptions, including occupancy patterns and thermostat settings. The actual energy consumption of a home may vary significantly from the predicted energy load, as the assumptions used in the rating will not match actual usage patterns. For example, the number of occupants and personal heating or cooling preferences will vary.

While the figures are an indicative guide to energy use, they can be used as a reliable guide for comparing different dwelling designs and to demonstrate that the design meets the energy efficiency requirements in the National Construction Code. Homes that are energy efficient use less energy, are warmer on cool days, cooler on hot days and cost less to run. The higher the star rating the more thermally efficient the dwelling is.

Accredited assessors

To ensure the NatHERS Certificate is of a high quality, always use an accredited or licenced assessor. NatHERS accredited assessors are members of a professional body called an Assessor Accrediting Organisation (AAO).

Australian Capital Territory (ACT) licenced assessors may only produce assessments for regulatory purposes using software for which they have a licence endorsement. Licence endorsements can be confirmed on the ACT licensing register

AAOs have specific quality assurance processes in place, and continuing professional development requirements, to maintain a high and consistent standard of assessments across the country. Non-accredited assessors do not have this level of quality assurance or any ongoing training requirements.

Any questions or concerns about this report should be directed to the assessor in the first instance. If the assessor is unable to address these questions or concerns, the AAO specified on the front of this certificate should be contacted.

Disclaimer

The format of the NatHERS Certificate was developed by the NatHERS Administrator. However the content of each individual certificate is entered and created by the assessor to create a NatHERS Certificate. It is the responsibility of the assessor who prepared this certificate to use NatHERS accredited software correctly and follow the NatHERS Technical Notes to produce a NatHERS Certificate.

The predicted annual energy load in this NatHERS Certificate is an estimate based on an assessment of the building by the assessor. It is not a prediction of actual energy use, but may be used to compare how other buildings are likely to perform when used in a similar way.

Information presented in this report relies on a range of standard assumptions (both embedded in NatHERS accredited software and made by the assessor who prepared this report), including assumptions about occupancy, indoor air temperature and local climate.

Not all assumptions that may have been made by the assessor while using the NatHERS accredited software tool are presented in this report and further details or data files may be available from the assessor.

Glossary

Annual energy load	the predicted amount of energy required for heating and cooling, based on standard occupancy assumptions.
Assessed floor area	the floor area modelled in the software for the purpose of the NatHERS assessment. Note, this may not be consistent with the floor area in the design documents.
Ceiling penetrations	features that require a penetration to the ceiling, including downlights, vents, exhaust fans, rangehoods, chimneys and flues. Excludes fixtures attached to the ceiling with small holes through the ceiling for wiring, e.g. ceiling fans; pendant lights, and heating and cooling ducts.
Conditioned	a zone within a dwelling that is expected to require heating and cooling based on standard occupancy assumptions. In some circumstances it will include garages.
Custom windows	windows listed in NatHERS software that are available on the market in Australia and have a WERS (Window Energy Rating Scheme) rating.
Default windows	windows that are representative of a specific type of window product and whose properties have been derived by statistical methods.
Entrance door	these signify ventilation benefits in the modelling software and must not be modelled as a door when opening to a minimally ventilated corridor in a Class 2 building.
Exposure category – exposed	terrain with no obstructions e.g. flat grazing land, ocean-frontage, desert, exposed high-rise unit (usually above 10 floors).
Exposure category – open	terrain with few obstructions at a similar height e.g. grasslands with few well scattered obstructions below 10m, farmland with scattered sheds, lightly vegetated bush blocks, elevated units (e.g. above 3 floors).
Exposure category – suburban	terrain with numerous, closely spaced obstructions below 10m e.g. suburban housing, heavily vegetated bushland areas.
Exposure category – protected	terrain with numerous, closely spaced obstructions over 10m e.g. city and industrial areas.
Horizontal shading feature	provides shading to the building in the horizontal plane, e.g. eaves, verandahs, pergolas, carports, or overhangs or balconies from upper levels.
National Construction Code (NCC) Class	the NCC groups buildings by their function and use, and assigns a classification code. NatHERS software models NCC Class 1, 2 or 4 buildings and attached Class 10a buildings. Definitions can be found at www.abcb.gov.au .
Opening percentage	the openability percentage or operable (moveable) area of doors or windows that is used in ventilation calculations.
Provisional value	an assumed value that does not represent an actual value. For example, if the wall colour is unspecified in the documentation, a provisional value of 'medium' must be modelled. Acceptable provisional values are outlined in the NatHERS Technical Note and can be found at www.nathers.gov.au
Reflective wrap (also known as foil)	can be applied to walls, roofs and ceilings. When combined with an appropriate airgap and emissivity value, it provides insulative properties.
Roof window	for NatHERS this is typically an operable window (i.e. can be opened), will have a plaster or similar light well if there is an attic space, and generally does not have a diffuser.
Shading device	a device fixed to windows that provides shading e.g. window awnings or screens but excludes eaves.
Shading features	includes neighbouring buildings, fences, and wing walls, but excludes eaves.
Solar heat gain coefficient (SHGC)	the fraction of incident solar radiation admitted through a window, both directly transmitted as well as absorbed and subsequently released inward. SHGC is expressed as a number between 0 and 1. The lower a window's SHGC, the less solar heat it transmits.
Skylight (also known as roof lights)	for NatHERS this is typically a moulded unit with flexible reflective tubing (light well) and a diffuser at ceiling level.
U-value	the rate of heat transfer through a window. The lower the U-value, the better the insulating ability.
Unconditioned	a zone within a dwelling that is assumed to not require heating and cooling based on standard occupancy assumptions.
Vertical shading features	provides shading to the building in the vertical plane and can be parallel or perpendicular to the subject wall/window. Includes privacy screens, other walls in the building (wing walls), fences, other buildings, vegetation (protected or listed heritage trees).

BASIX[®]Certificate

Building Sustainability Index www.basix.nsw.gov.au

Single Dwelling

Certificate number: 1307741S

This certificate confirms that the proposed development will meet the NSW government's requirements for sustainability, if it is built in accordance with the commitments set out below. Terms used in this certificate, or in the commitments, have the meaning given by the document entitled "BASIX Definitions" dated 10/09/2020 published by the Department. This document is available at www.basix.nsw.gov.au

Secretary

Date of issue: Wednesday, 25 May 2022

To be valid, this certificate must be lodged within 3 months of the date of issue.



Planning,
Industry &
Environment

Project summary		
Project name	Lot 1 Old Dry Plains Road, Cooma	
Street address	167 Old Dry Plains Road Cooma 2630	
Local Government Area	Snowy Monaro Regional Council	
Plan type and plan number	deposited 1173740	
Lot no.	1	
Section no.	-	
Project type	separate dwelling house	
No. of bedrooms	5	
Project score		
Water	✔ 35	Target 30
Thermal Comfort	✔ Pass	Target Pass
Energy	✔ 43	Target 40

Certificate Prepared by
Name / Company Name: Certified Energy
ABN (if applicable): 95164564210

Description of project

Project address

Project name	Lot 1 Old Dry Plains Road, Cooma
Street address	167 Old Dry Plains Road Cooma 2630
Local Government Area	Snowy Monaro Regional Council
Plan type and plan number	Deposited Plan 1173740
Lot no.	1
Section no.	-

Project type

Project type	separate dwelling house
No. of bedrooms	5

Site details

Site area (m ²)	500
Roof area (m ²)	456
Conditioned floor area (m2)	360.2
Unconditioned floor area (m2)	20.4
Total area of garden and lawn (m2)	50

Assessor details and thermal loads

Assessor number	10056
Certificate number	0007731201
Climate zone	24
Area adjusted cooling load (MJ/m ² .year)	29
Area adjusted heating load (MJ/m ² .year)	180
Ceiling fan in at least one bedroom	No
Ceiling fan in at least one living room or other conditioned area	No

Project score

Water	✓ 35	Target 30
Thermal Comfort	✓ Pass	Target Pass
Energy	✓ 43	Target 40

Schedule of BASIX commitments

The commitments set out below regulate how the proposed development is to be carried out. It is a condition of any development consent granted, or complying development certificate issued, for the proposed development, that BASIX commitments be complied with.

Water Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
Fixtures			
The applicant must install showerheads with a minimum rating of 4 star (> 6 but <= 7.5 L/min plus spray force and/or coverage tests) in all showers in the development.		✓	✓
The applicant must install a toilet flushing system with a minimum rating of 3 star in each toilet in the development.		✓	✓
The applicant must install taps with a minimum rating of 3 star in the kitchen in the development.		✓	
The applicant must install basin taps with a minimum rating of 3 star in each bathroom in the development.		✓	
Alternative water			
Rainwater tank			
The applicant must install a rainwater tank of at least 1000 litres on the site. This rainwater tank must meet, and be installed in accordance with, the requirements of all applicable regulatory authorities.	✓	✓	✓
The applicant must configure the rainwater tank to collect rain runoff from at least 250 square metres of the roof area of the development (excluding the area of the roof which drains to any stormwater tank or private dam).		✓	✓
The applicant must connect the rainwater tank to: <ul style="list-style-type: none"> at least one outdoor tap in the development (Note: NSW Health does not recommend that rainwater be used for human consumption in areas with potable water supply.) 		✓	✓

Thermal Comfort Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
Simulation Method			
The applicant must attach the certificate referred to under "Assessor Details" on the front page of this BASIX certificate (the "Assessor Certificate") to the development application and construction certificate application for the proposed development (or, if the applicant is applying for a complying development certificate for the proposed development, to that application). The applicant must also attach the Assessor Certificate to the application for an occupation certificate for the proposed development.			
The Assessor Certificate must have been issued by an Accredited Assessor in accordance with the Thermal Comfort Protocol.			
The details of the proposed development on the Assessor Certificate must be consistent with the details shown in this BASIX certificate, including the Cooling and Heating loads shown on the front page of this certificate.			
The applicant must show on the plans accompanying the development application for the proposed development, all matters which the Assessor Certificate requires to be shown on those plans. Those plans must bear a stamp of endorsement from the Accredited Assessor to certify that this is the case. The applicant must show on the plans accompanying the application for a construction certificate (or complying development certificate, if applicable), all thermal performance specifications set out in the Assessor Certificate, and all aspects of the proposed development which were used to calculate those specifications.	✓	✓	✓
The applicant must construct the development in accordance with all thermal performance specifications set out in the Assessor Certificate, and in accordance with those aspects of the development application or application for a complying development certificate which were used to calculate those specifications.		✓	✓
The applicant must construct the floors and walls of the dwelling in accordance with the specifications listed in the table below.	✓	✓	✓
Floor and wall construction	Area		
floor - concrete slab on ground	All or part of floor area square metres		

Energy Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
Hot water			
The applicant must install the following hot water system in the development, or a system with a higher energy rating: electric instantaneous.	✓	✓	✓
Cooling system			
The living areas must not incorporate any cooling system, or any ducting which is designed to accommodate a cooling system.		✓	✓
The bedrooms must not incorporate any cooling system, or any ducting which is designed to accommodate a cooling system.		✓	✓
Heating system			
The applicant must install the following heating system, or a system with a higher energy rating, in at least 1 living area: gas hydronic system; Energy rating: n/a		✓	✓
The applicant must install the following heating system, or a system with a higher energy rating, in at least 1 bedroom: gas hydronic system; Energy rating: n/a		✓	✓
Ventilation			
The applicant must install the following exhaust systems in the development:			
At least 1 Bathroom: individual fan, not ducted; Operation control: manual switch on/off		✓	✓
Kitchen: individual fan, not ducted; Operation control: manual switch on/off		✓	✓
Laundry: natural ventilation only, or no laundry; Operation control: n/a		✓	✓
Artificial lighting			
The applicant must ensure that the "primary type of artificial lighting" is fluorescent or light emitting diode (LED) lighting in each of the following rooms, and where the word "dedicated" appears, the fittings for those lights must only be capable of accepting fluorescent or light emitting diode (LED) lamps:			
• at least 6 of the bedrooms / study;		✓	✓
• at least 4 of the living / dining rooms;		✓	✓
• the kitchen;		✓	✓

Energy Commitments	Show on DA plans	Show on CC/CDC plans & specs	Certifier check
<ul style="list-style-type: none"> • all bathrooms/toilets; • the laundry; • all hallways; 		<div>✓</div> <div>✓</div> <div>✓</div>	<div>✓</div> <div>✓</div> <div>✓</div>
Natural lighting			
The applicant must install a window and/or skylight in the kitchen of the dwelling for natural lighting.	✓	✓	✓
The applicant must install a window and/or skylight in 2 bathroom(s)/toilet(s) in the development for natural lighting.	✓	✓	✓
Alternative energy			
The applicant must install a photovoltaic system with the capacity to generate at least 2.5 peak kilowatts of electricity as part of the development. The applicant must connect this system to the development's electrical system.	✓	✓	✓
Other			
The applicant must install a fixed outdoor clothes drying line as part of the development.		✓	

Legend

In these commitments, "applicant" means the person carrying out the development.

Commitments identified with a ✓ in the "Show on DA plans" column must be shown on the plans accompanying the development application for the proposed development (if a development application is to be lodged for the proposed development).

Commitments identified with a ✓ in the "Show on CC/CDC plans and specs" column must be shown in the plans and specifications accompanying the application for a construction certificate / complying development certificate for the proposed development.

Commitments identified with a ✓ in the "Certifier check" column must be certified by a certifying authority as having been fulfilled, before a final occupation certificate (either interim or final) for the development may be issued.

BASIX Project Commitments		BASIX Number: 13077415	
Proposed:	Single Dwelling		
Address:	Lot 1 Old Dry Plains Road, Cooma		
Lot No / DP:	1/1173740		
Water			
Fixtures		Specification	
Shower head rating		4 star (> 6 but <= 7.5 L/min)	
Toilet rating		3 star	
Kitchen taps rating		3 star	
Bathroom taps rating		3 star	
Alternative water details			
Rainwater tank size		Individual	1000L
Connected to:	Garden and lawn areas		Yes
	All toilets		No
	Laundry		No
Thermal Comfort		Accreditation Number: HERA 10056	NatHERS Number: 0007731201
External walls		Requirements	
Concrete block, lined		Light colour	R2.5 Bulk + Anti-glare foil
Internal walls			
Cavity wall, direct fix plasterboard		No insulation	
Cavity wall, direct fix plasterboard		Walls adjacent to garage	R2.0 Bulk insulation
Ceiling			
External ceiling - Plasterboard		R5.0 Bulk insulation	
Roof			
Corrugated iron		Dark Colour (solar absorptance >0.70) R1.8 Bulk + Reflective side down, No air gap above (Anticon 75, 80mm)	
Floors			
Waffle pod slab		No insulation	
Windows			
Aluminium frame ALM-003-03		Double air-fill low-e glazing with U-value 4.3 and SHGC 0.47 for Group A windows (awning, bifold, casement and tilt 'n' turn type windows/doors)	
Aluminium frame ALM-004-03		Double air-fill low-e glazing with U-value 4.3 and SHGC 0.53 for Group B windows (double hung, fixed, louvres and sliding type windows/doors)	
Ceiling Penetrations			
Downlight Covers		Approved fireproof downlight covers must be installed to all downlights in ceilings where insulation is installed.	
Lighting specification		Dwelling is rated without downlight	
Ceiling fans		No ceiling fans need to be installed	
Overshadowing details		No shading is applicable	
Site			
Orientation of nominal north elevation		As shown on plans	
Energy			
Hot water		Specification	Rating
Individual system		Electric instantaneous	N/A
Ventilation			
Bathroom exhaust		Individual fan, not ducted	
Control switch		Manual switch on/off	
Kitchen exhaust		Individual fan, not ducted	
Control switch		Manual switch on/off	
Laundry		Natural ventilation only	
Control switch		N/A	
Heating			
Individual systems - living areas		Gas hydronic system	N/A
Individual systems - bedroom areas		Gas hydronic system	N/A
Appliances			
Cooktop/oven		Electric cooktop & electric oven	
Ventilated fridge space		No	
Private outdoor clothes drying line		Yes	
Private Indoor or sheltered clothes drying line		No	
Zoned Air-conditioning		No	
Alternative Energy			
Photovoltaic System		2.5kW	

TEAR OUT AND ATTACH THIS BUSH FIRE ASSESSMENT REPORT WITH YOUR APPLICATION TO COUNCIL

SECTION TWO

BUSH FIRE ASSESSMENT REPORT

PART A: Property details

Applicant name: Phillip & Karlee Johnson

Contact phone numbers Home: _____ Mobile: _____

Council: Snowy Monaro Shire

Council reference (if known): _____

Lot: 1

DP: DP 1266876

Address to be developed: 167 OLD DRY PLAINS RD

My property is on Bush Fire Prone Land: Yes ☒ No ☐

PART B: Type of proposal

Type of Proposal: New single dwelling, concrete home

New Building ☒ Urban ☐ Isolated Rural ☐ Rural Residential ☐

Alteration/Additions to an existing building ☐

Proposal Description: e.g. two storey house with attached
Single storey house with attached garage &
separate storage shed

Copy of plans attached: Yes ☒ No ☐

PART C: Bush fire attack and level of construction

Step 1

Assess the vegetation hazard in all directions

Category	North	East	South	West
Keith vegetation group	Rainforest	Rainforest	Rainforest	Rainforest
	Forest	Forest	Forest	Forest
	Grassy and Semi-Arid Woodland	Woodland	Woodland	Woodland
	Forested Wetland	Forested Wetland	Forested Wetland	Forested Wetland
	Tall Heath	Tall Heath	Tall Heath	Tall Heath
	Short Heath	Short Heath	Short Heath	Short Heath
	Arid-Shrubland	Arid-Shrubland	Arid-Shrubland	Arid-Shrubland
	Freshwater Wetlands	Freshwater Wetlands	Freshwater Wetlands	Freshwater Wetlands
	Grasslands	Grasslands	Grasslands	Grasslands
	Managed Land	Managed Land	Managed Land	Managed Land

Copy of any relevant photos attached: Yes ☐ No ☒

Step 2

Determine the distance from the building to the bush fire vegetation hazard

Aspect	North	East	South	West
Distance	35 m	50 m	35 m	35 m

Step 3

Determine the effective slope that will influence bush fire behaviour in each direction

Category	North	East	South	West
Slope under the hazard (over 100m) [in degrees]	upslope/flat	upslope/flat	upslope/flat	upslope/flat
	>0 to 5	>0 to 5	>0 to 5	>0 to 5
	<u>>5 to 10</u>	<u>>5 to 10</u>	<u>>5 to 10</u>	<u>>5 to 10</u>
	>10 to 15	>10 to 15	>10 to 15	>10 to 15
	>15 to 20	>15 to 20	>15 to 20	>15 to 20

Step 4

Determine the FFDI that applies to your local government area. Circle the relevant FFDI below

FFDI: 100 ☐ 80 ☒

Step 5

Match the relevant FFDI, vegetation, distance and slope to determine the required BAL.

Identify the BAL for each direction, select the highest level for the entire building and record below. Note BAL-12.5 is the lowest construction level within the scope of AS3959-2018.

Bush Fire Attack Level: BAL-FZ ☐ BAL-29 ☐ BAL-12.5 ☐
BAL-40 ☐ BAL-19 ☒ No requirement ☐

Step 6

Determining BAL construction requirements

Once the appropriate BAL has been determined in Step 5, AS3959-2018 and or/ the NASH Standard 2014 will be used to determine the construction requirements for the proposed design.

Does your proposal meet the construction requirements for the BALs required as per AS3959-2018 and the NASH Standard (2014):

Yes ☒ No ☐

Grassland Deeming Provisions Assessment

This assessment is only required where the deeming provisions are to be used. Where the deeming provisions are not to be used, previous Steps 1 to 6 in Part C must be applied. Tick which box below applies to individual circumstances:

- ☐ An APZ of 50m or more can be provided - this can be considered to meet PBP 2019, no further bush fire protection measures are required
- ☒ An APZ of 20-49m can be provided - comply with Grassland Deeming Provisions requirements in the following Table
- ☐ An APZ of less than 20m is provided or the standard assessment process is proposed - use the assessment process identified in Steps 1 to 6 above

Grassland Deeming Provisions

BUSH FIRE PROTECTION MEASURE	GRASSLAND DEEMING PROVISIONS
APZ	<ul style="list-style-type: none"> limited to a maximum of 15 degrees downslope; minimum APZ of 20m is provided between the building and unmanaged grass; the APZ is wholly within the boundaries of the development site; and the APZ is maintained as a mown area with grass heights less than 100mm.
Construction	<ul style="list-style-type: none"> construction in accordance with BAL-12.5 of AS3959-2018 and any additional construction requirements in PBP 2019.
Access	<ul style="list-style-type: none"> comply with the property access provisions in Part G.
Water supply	<ul style="list-style-type: none"> comply with the water supply provisions in Part E.
Landscaping	<ul style="list-style-type: none"> comply with the relevant provisions in Appendix 4 of PBP 2019, noting that other vegetation bush fire hazards cannot be present if these provisions are to apply.

PART D: Flame zone

Provide details and justification for any additional bush fire protection measures required for a performance based solution.

PART E: Water supplies

Does your property have a reticulated water supply? If so, please provide details on the distance to the nearest fire hydrant on your site plan.

Reticulated water supply is available:

Yes ☐ No ☒

Distance (m) to hydrant from house.

Do you have or do you plan to have a dedicated water supply for firefighting purposes?

Yes ☐ No ☒

Development Type	Water Requirement	Planned	Existing
Residential Lots (<1,000m ²)	5,000 l/lot		
Rural-residential Lots (1,000 – 10,000m ²) <1 ha	10,000 l/lot		
Large Rural/Lifestyle Lots (>10,000m ²) >1 ha	20,000 l/lot		
Townhouse/Unit Style (e.g. Flats including Dual Occupancy)	5,000 l/unit up to 20,000l maximum.		

Do you have or do you plan to have a static water supply (e.g. pool, tank or dam)?

Include approximate size in litres and also include tank material if using a tank:

Water supply type	Capacity	Construction material	Planned	Existing
e.g. pool	50,000l	Above ground rolled steel with plastic liner		

NOTE: Check with your local council concerning their Local Environmental Plan (LEP) or their Development Control Plan (DCP) as this may dictate the type and size of tank.

PART F: Gas supplies

Do you have reticulated or bottled gas?

Yes ☐ No ☒

Type of gas:

Reticulated gas:

Yes ☐ No ☒

Bottled gas:

Yes ☒ No ☐

NOTE: When attaching development plans please ensure they clearly show location and details of electricity and gas (where relevant) on your property.

Part G: Access

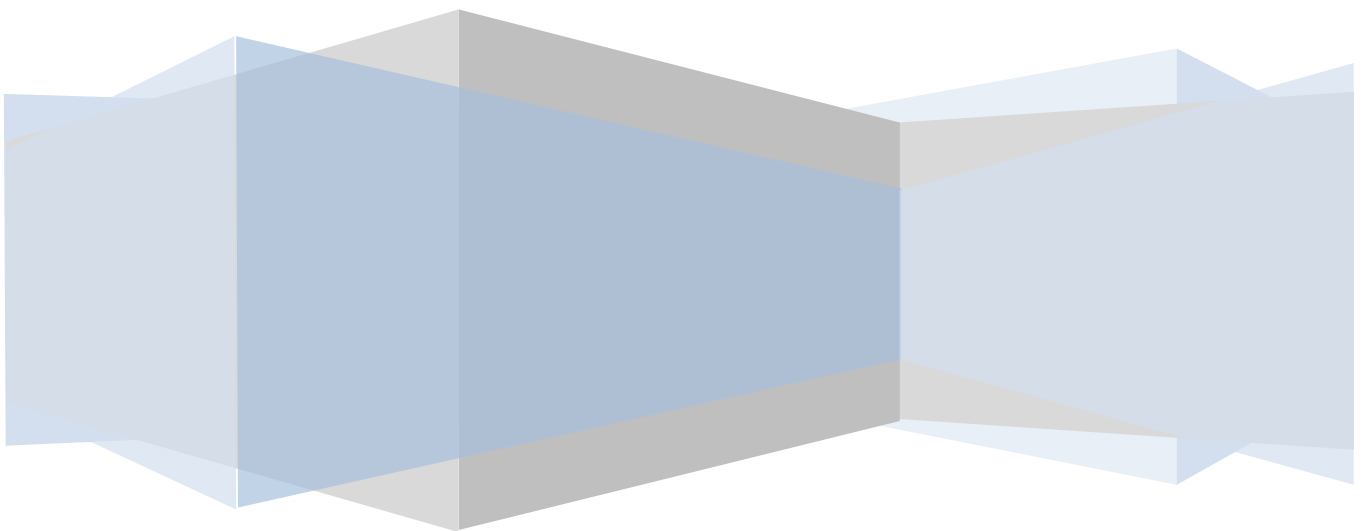
Does the development proposal meet the requirements as defined in this document?

Yes ☒ No ☐

WATERCHECK TESTING ON SITE SEWAGE MANAGEMENT ASSESSMENTS

New System Installation

167 Old Dry Plains Rd Cooma



**On Site Sewage Management Report
New System Installation
167 Old Dry Plans Rd
Cooma**

Prepared For: Phil Johnson

Prepared By: Allan Mills Certificate On Site Sewage Management:

TAFE

Centre for Environment Training Newcastle

Report No: 202218

Date of Assessment 4-4-2022

Watercheck Testing

ABN 28651038342

Postal Address

PO Box 352 Terrigal 2260

M : 0409 125 271

Email: amills44@bigpond.net.au

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Site Information.....	3
Site Assessment.....	4
Soil Assessment.....	6
General Comments & Recommendation.....	7
Topographic Map.....	8
Aerial View.....	9
Site Diagram.....	10
Site Photos.....	11

SITE INFORMATION

Client Phil Johnson

██████ – ████████████████████

Site 167 Old Dry Plains Rd Cooma

Proposal For On Site Sewage Management Overview

The proposed dwelling will consist of five bedrooms with the potential to house 8 persons.

The effluent disposal system will consist of a baffled septic tank with a minimum capacity of 4000 litres with effluent gravity fed to 5 x 20m absorption trenches

Site Plan Attached

A site diagram is attached and with aerial photos also attached for additional identification

Intended Water Supply

The proposed water supply will be from tank water.

Expected wastewater generation

Expected maximum waste water generation is 960 litres per day

Local experience (information regarding on-site sewage management systems installed in the locality).

Septic tanks with absorption trenches are installed in the locality

SITE ASSESSMENT

Climate

Cool to cold climate with low temperatures to below 15 degrees centigrade.
Low rainfall with high evaporation rates

Where appropriate

Land application area calculation attached N/A

Wet weather storage area calculation attached N/A

Flood potential

Land application area above 1 in 20 year flood level Yes

Land application area above 1 in 100 year flood level Yes

Electrical components above 1 in 100-year flood level Yes

Exposure

Effluent disposal area faces northeast and is exposed to sun and wind.

Slope

4 degrees linear planar across the proposed effluent disposal areas

Landform

Mid Slope

Run on and seepage

No springs or soaks in the vicinity

Erosion Potential

There is no potential for erosion in the effluent disposal area.

Fill

Natural ground

Ground water encountered

Test pits dug to 1100mm. Ground water was not encountered

Buffer distances from wastewater management system to:

Permanent waters

There are no permanent waters within 200m of the effluent disposal area

Other waters

There are no other waters in the vicinity

Other sensitive environments

There is a dry gully situated 115m down gradient northeast

Boundary of premises (m)

The nearest boundary 90m east

Swimming pools (m)

No Swimming pool in the vicinity

Buildings (m)

The proposed buildings should be minimum of 6m up and 10m down gradient

Roads (m)

Access roads should be a minimum of 3m up gradient and 6m down gradient

Is there sufficient land area available for application system including buffer distances?

Yes

Reserve application area including buffer distances?

There is reserve application area including buffer distances

Surface rocks

There are no surface rocks in the proposed effluent disposal area

SOIL ASSESSMENT

Soil sampling details

Three test pits were dug across the proposed application areas. Six soil samples were collected for testing

Collection date

23rd March 2022

Sampling Method

Auger

Laboratory number

202218

Depth to bedrock or hardpan (mm)

Test pits were dug to 1100mm. Hardpan was not encountered

Depth to high soil water table (mm)

Test pits dug were to 1100mm. High soil water table was not encountered

Soil texture structure and permeability category

Texture Sandy loam

Structure weak

Permeability category 3a

Coarse Fragments 17% < 5mm

Ph CaCl₂ 5.9

EC mS/cm <1

Dispersion Class 3 non dispersive soil

Presence of discontinuities None present

Presence of fractured subsoil Not detected

Sizing effluent disposal area

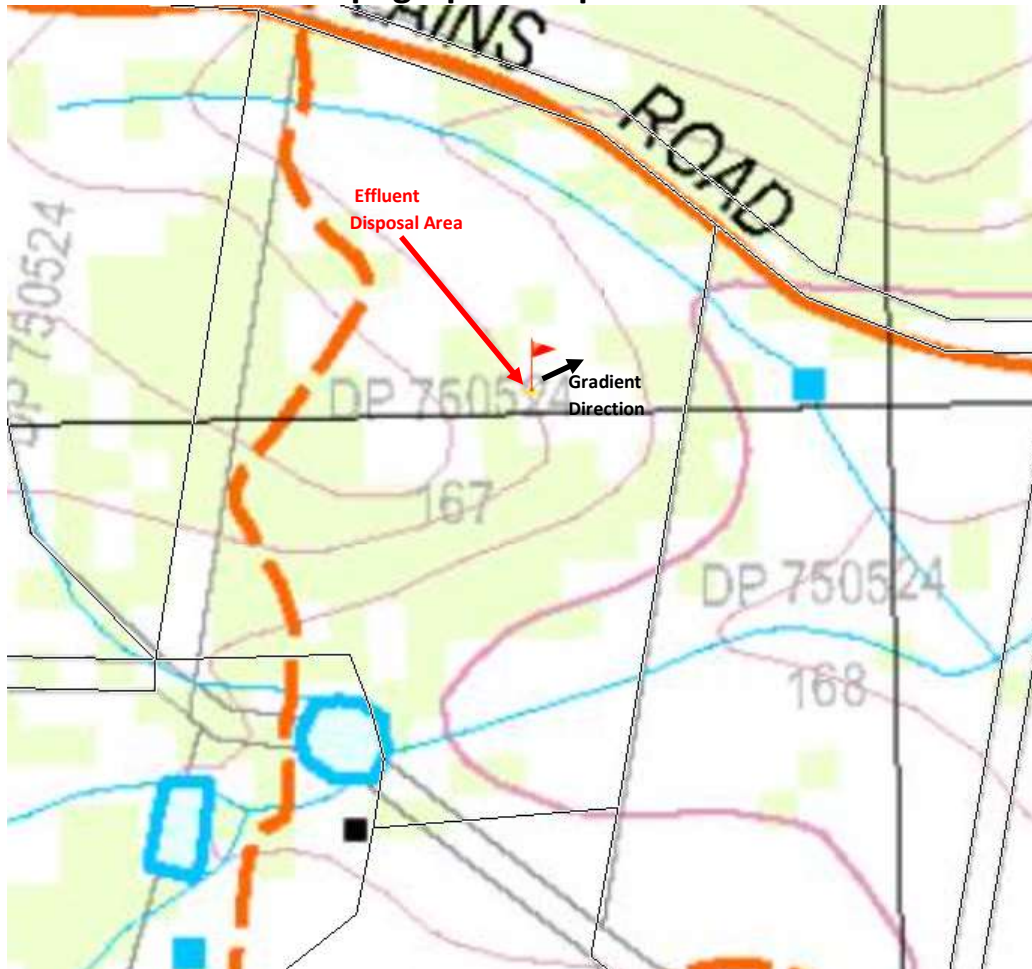
5 x 20m Absorption trenches

GENERAL COMMENTS & RECOMMENDATIONS

Surface water diversion is to be implemented up gradient of the effluent disposal area.

A splitter box is to be installed to ensure effluent is evenly distributed between trenches.

Topographic Map



Aerial View



Site Diagram
On Site Sewage Management
167 Old Dry Plains Rd
Cooma

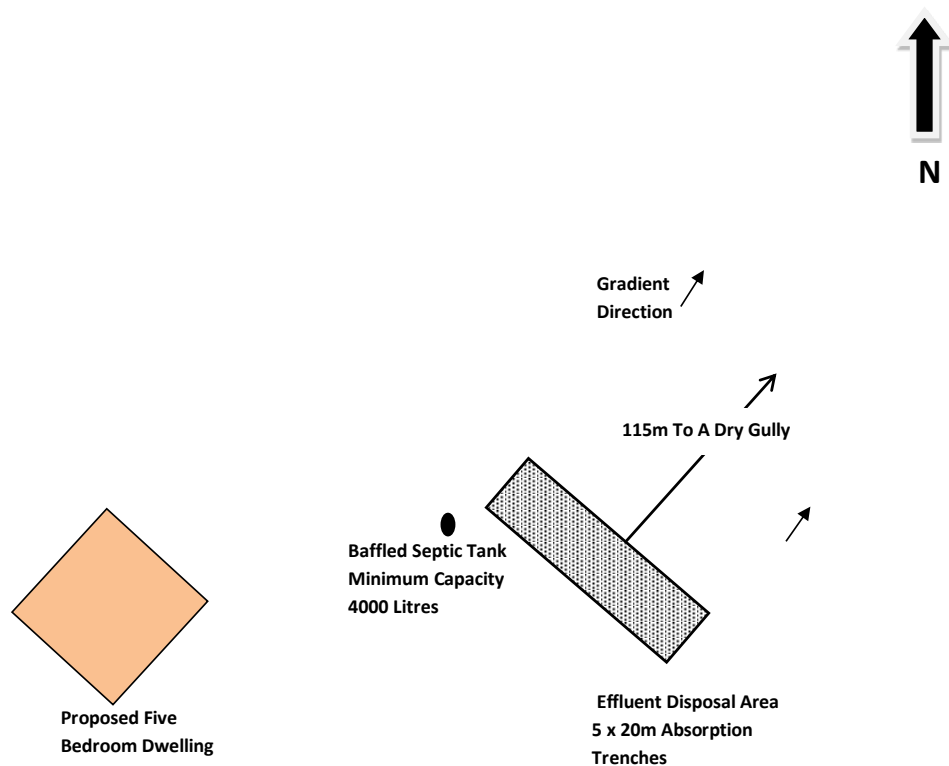


Diagram Only
Plan Not To Scale
Watercheck 4-4-2022
Note: This Is Not A Sewage Diagram

Site Photos











Development Application Form

Portal Application number: PAN-229597

Council Application number: 10.2022.223.1

Applicant contact details

Title	Mr
First given name	Hugh
Other given name/s	
Family name	Gordon
Contact number	
Email	
Address	
Application on behalf of a company, business or body corporate	Yes
ABN	17092415177
ACN	092415177
Name	HUGH GORDON ARCHITECT PTY LTD
Trading name	HUGH GORDON ARCHITECT PTY LTD
Is the nominated company the applicant for this application	Yes

Owner/s of the development site

Owner/s of the development site	There are one or more owners of the development site and the applicant is NOT one of them
Owner #	1
Title	Mr
First given name	Phil
Other given name/s	
Family name	Johnson
Contact number	
Email	
Address	
Owner #	2
Title	Ms
First given name	Karlee
Other given name/s	
Family name	Johnson
Contact number	
Email	
Address	

I declare that I have shown this document, including all attached drawings, to the owner(s) of the land, and that I have obtained their consent to submit this application. - Yes

Note: It is an offence under Section 10.6 of the Environmental Planning and Assessment Act 1979 to provide false or misleading information in relation to this application.

Developer details

ABN	
ACN	
Name	
Trading name	
Address	
Email Address	

Development details

Application type	Development Application
Site address #	1
Street address	OLD DRY PLAINS ROAD COOMA 2630
Local government area	SNOWY MONARO REGIONAL
Lot / Section Number / Plan	1/-/DP1266876 <input checked="" type="checkbox"/>
Primary address?	Yes
Planning controls affecting property	Land Application LEP Cooma-Monaro Local Environmental Plan 2013 Land Zoning R5: Large Lot Residential Height of Building NA Floor Space Ratio (n:1) NA Minimum Lot Size 8 ha Heritage NA Land Reservation Acquisition NA Foreshore Building Line NA Terrestrial Biodiversity Biodiversity

Proposed development

Proposed type of development	Dwelling
Description of development	New single storey 5 bedroom house with attached garage. New farm shed.
Does the development include affordable housing?	No
Dwelling count details	
Number of dwellings / units proposed	1
Number of storeys proposed	1
Number of pre-existing dwellings on site	0
Number of dwellings to be demolished	0
Existing gross floor area (m2)	0
Proposed gross floor area (m2)	487
Total site area (m2)	12,300
Cost of development	
Estimated cost of work / development (including GST)	\$550,000.00
Do you have one or more BASIX certificates?	Yes
BASIX Certificate Number	13077415
Subdivision	
Number of existing lots	
Is subdivision proposed?	No
Proposed operating details	
Number of staff/employees on the site	

Number of parking spaces

Number of loading bays	
Is a new road proposed?	No
Concept development	
Is the development to be staged?	No, this application is not for concept or staged development.
Crown development	
Is this a proposed Crown development?	No

Related planning information

Is the application for integrated development?	No
Is your proposal categorised as designated development?	No
Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats, or is it located on land identified as critical habitat?	No
Does the application propose a variation to a development standard in an environmental planning instrument (eg LEP or SEPP)?	No
Is the application accompanied by a voluntary planning agreement (VPA) ?	No
Section 68 of the Local Government Act	
Is approval under s68 of the Local Government Act 1993 required?	Yes
Have you already applied for approval under s68 of the Local Government Act?	No
Would you like to apply for approval under s68 of the Local Government Act?	Yes
10.7 Certificate	
Have you already obtained a 10.7 certificate?	
Tree works	
Is tree removal and/or pruning work proposed?	No
Local heritage	
Does the development site include an item of environmental heritage or sit within a heritage conservation area.	No
Are works proposed to any heritage listed buildings?	No
Is heritage tree removal proposed?	No
Affiliations and Pecuniary interests	
Is the applicant or owner a staff member or councillor of the council assessing the application?	Yes
Description provided	One of the land owners of the subject property is Councillor Karlee Johnson - Elected Councillor Snowy Monaro Regional Council
Does the applicant or owner have a relationship with any staff or councillor of the council assessing the application?	Yes
Description provided	One of the land owners of the subject property, Mr Phillip Johnson is the spouse of Karlee Johnson who is an elected Councillor for Snowy Monaro Regional Council
Political Donations	

Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?	No
Please provide details of each donation/gift which has been made within the last 2 years	

Payer details

Provide the details of the person / entity that will make the fee payment for the assessment.

The Environmental Planning and Assessment Regulation 2000 and Council's adopted fees and charges establish how to calculate the fee payable for your development application. For development that involves building or other works, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from a state agency, additional fees will be required. Other charges may be payable based on the Council's adopted fees and charges. If your development needs to be advertised, the Council may charge additional advertising fees. Once this application form is completed, it and the supporting documents will be submitted to the Council for lodgement, at which time the fees will be calculated. The Council will contact you to obtain payment. Note: When submitting documents via the NSW Planning Portal, credit card information should not be displayed on documents attached to your development application. The relevant consent authority will contact you to seek payment.

The application may be cancelled if the fees are not paid:

First name	Phil
Other given name(s)	
Family name	Johnson
Contact number	
Email address	
Billing address	

Application documents

The following documents support the application.

Document type	Document file name
Architectural Plans	221105_Stamped plans
BASIX certificate	221105_NatHERS 221105_220520_Commitments_Table_Final 221105_BASIX
Bushfire report	BUSHFIRE REPORT
Cost estimate report	Cost Estimate
Generated DA form	DA form_1658312016.pdf DA form_1655899889.pdf
Generated Pre-DA form	Pre-DA form_1654001215.pdf
Other	L(A) Development Application Lodged - Hugh Gordon Architect Pty Ltd - DA 010.2022.00000223 EFFLUENT REPORT
Owner's consent	LETTER OF AUTHORITY
Statement of environmental effects	250.2016.31.2-form-statement-of-environmental-effects-residential_202103051332443720

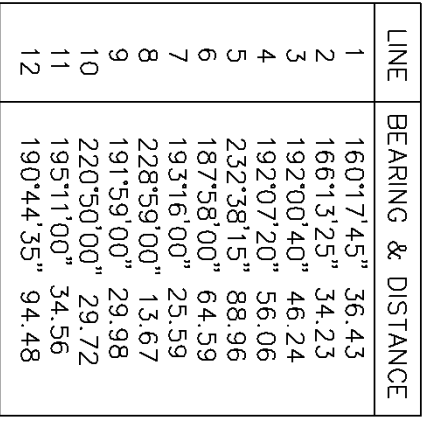
Applicant declarations

I declare that all the information in my application and accompanying documents is, to the best of my knowledge, true and correct.	Yes
I understand that the development application and the accompanying information will be provided to the appropriate consent authority for the purposes of the assessment and determination of this development application.	Yes
I understand that if incomplete, the consent authority may request more information, which will result in delays to the application.	Yes
I understand that the consent authority may use the information and materials provided for notification and advertising purposes, and materials provided may be made available to the public for inspection at its Offices and on its website and/or the NSW Planning Portal	Yes
I acknowledge that copies of this application and supporting documentation may be provided to interested persons in accordance with the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which it may be	Yes




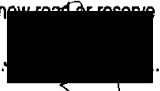
required to release information which you provide to it.	
I have read and agree to the collection and use of my personal information as outlined in the Privacy Notice	Yes
I agree to appropriately delegated assessment officers attending the site for the purpose of inspection.	Yes
I confirm that the change(s) entered is/are made with appropriate authority from the applicant(s).	True

Lodgement details



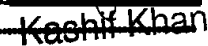
Outcome of the pre-lodgement review	Application was lodged
Applicant paid the fees?	Yes
Total fee paid	\$2,147.00
Council unique identification number	10.2022.223.1
Date on which the application was lodged into Council's system	21/06/2022



Box:e-DeX /Doc:DP 1266876 P /Rev:15-Sep-2020 /NSW LRS /Pgs:ALL /Prt:16-Sep-2020 01:05 /Seq:2 of 3
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PLAN FORM 6 (2017)	DEPOSITED PLAN ADMINISTRATION SHEET	Sheet 1 of 2 sheet(s)
<p style="text-align: right;">Office Use Only</p> <p>Registered:  15.9.2020</p> <p>Title System: TORRENS</p>		 DP1266876 S
<p>PLAN OF SUBDIVISION OF LOTS 167 & 168 DP 750524 LOTS 1 & 2 DP 1064584 AND LOT 1 DP 1173740</p>		<p>LGA: SNOWY MONARO REGIONAL</p> <p>Locality: COOMA</p> <p>Parish: BINJURA</p> <p>County: BERESFORD</p>
<p style="text-align: center;">Survey Certificate</p> <p>I, <u>GARTH ALEXANDER MOXON</u> of <u>PO BOX 619 COOMA NSW</u> a surveyor registered under the <i>Surveying and Spatial Information Act 2002</i> certify that:</p> <p>*(a) The land shown in the plan was surveyed in accordance with the Surveying and Spatial Information Regulation 2017, is accurate and the survey was completed on or</p> <p>*(b) The part of the land shown in the plan ("being/excluding"..... LOT 4 AND THE NEW BDY LINES.....) was surveyed in accordance with the Surveying and Spatial Information Regulation 2017, the part surveyed is accurate and the survey was completed on 25/05/2020 the part not surveyed was compiled in accordance with that Regulation, or</p> <p>*(c) The land shown in this plan was compiled in accordance with the Surveying and Spatial Information Regulation 2017.</p> <p>Datum Line : 'X - 'Y'</p> <p>Type : *Urban / *Rural</p> <p>The terrain is *Level-Undulating / *Steep-Mountainous</p> <p>Signature :  Dated : 27/05/2020</p> <p>Surveyor identification No : 8035</p> <p>Surveyor registered under the <i>Surveying and Spatial Information Act 2002</i>.</p> <p>*Strike out in appropriate words. **Specify the land actually surveyed or specify any land shown in the plan that is not the subject of the survey.</p>		<p style="text-align: center;">Crown Lands NSW/Western Lands Office Approval</p> <p>I, (Authorised Officer) in approving this plan certify that all necessary approvals in regard to the allocation of the land shown herein have been given.</p> <p>Signature :</p> <p>Date :</p> <p>File Number :</p> <p>Office :</p> <p style="text-align: center;">Subdivision Certificate</p> <p>I, <u>Quinn Maguire</u> *Authorised Person/*General Manager/*Accredited Certifier, certify that the provisions of section 6.15 <i>Environmental Planning and Assessment Act 1979</i> have been satisfied in relation to the proposed subdivision, new road or reserve set out herein.</p> <p>Signature : </p> <p>Accreditation number :</p> <p>Consent Authority : <u>Snowy Monaro Regional Council</u></p> <p>Date of endorsement : <u>26/6/20</u></p> <p>Subdivision Certificate number : <u>15.2020.1409.1</u></p> <p>File number : <u>10.2020.1409.1</u></p> <p>*Strike through if inapplicable</p>
<p>Plans used in preparation of survey/compilation.</p> <p>B4424-1765 B4425-1765 B3037-1762 R22816-1603 R25003-1603 DP 1064584 DP 821703 DP 1173740</p>		<p>Statements of intention to dedicate public roads, create public reserves and drainage reserves, acquire/resume land.</p>
<p>Surveyors Reference: 19054 20M(Comp)</p>		<p>Signatures ,Seals and Section 88B Statements should appear on PLAN FORM 6A</p>

Box:e-DeX /Doc:DP 1266876 P /Rev:15-Sep-2020 /NSW LRS /Pgs:ALL /Prt:16-Sep-2020 01:05 /Seq:3 of 3
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PLAN FORM 6A (2017) DEPOSITED PLAN ADMINISTRATION SHEET Sheet 2 of 2 sheet(s)																										
<div style="text-align:right">Office Use Only</div> <div>Registered:  15.9.2020</div> <div>PLAN OF SUBDIVISION OF LOTS 167 & 168 DP 750524 LOTS 1 & 2 DP 1064584 AND LOT 1 DP 1173740</div> <div>Subdivision Certificate number : 15.2020.1409.1 Date of endorsement : 26/6/2020</div>	<div style="font-size:2em; font-weight:bold;">DP1266876</div> <div><small>This sheet is for the provision of the following information as required :<ul style="list-style-type: none">• A Schedule of Lots and addresses- See Sec 60(c) SSI Regulation 2012• Statements of intention to create and release affecting interests in accordance with section 88B Conveyancing Act 1919.• Signatures and seals - see 195D Conveyancing Act.• Any information which cannot fit in the appropriate panel of sheet 1 of the administration sheets.</small></div>																									
SCHEDULE OF LOTS AND ADDRESSES																										
<table border="1" style="width:100%"><thead><tr><th>LOT</th><th>STREET NUMBER</th><th>STREET NAME</th><th>STREET TYPE</th><th>LOCALITY</th></tr></thead><tbody><tr><td>1</td><td>N/A</td><td>OLD DRY PLAINS</td><td>ROAD</td><td>COOMA</td></tr><tr><td>2</td><td>N/A</td><td>OLD DRY PLAINS</td><td>ROAD</td><td>COOMA</td></tr><tr><td>3</td><td>N/A</td><td>SNOWY MOUNTAINS</td><td>HIGHWAY</td><td>COOMA</td></tr><tr><td>4</td><td>N/A</td><td>DRY PLAINS</td><td>ROAD</td><td>COOMA</td></tr></tbody></table> <div style="background-color:black; width:200px; height:40px; margin-top:20px;"></div>		LOT	STREET NUMBER	STREET NAME	STREET TYPE	LOCALITY	1	N/A	OLD DRY PLAINS	ROAD	COOMA	2	N/A	OLD DRY PLAINS	ROAD	COOMA	3	N/A	SNOWY MOUNTAINS	HIGHWAY	COOMA	4	N/A	DRY PLAINS	ROAD	COOMA
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4	N/A	DRY PLAINS	ROAD	COOMA																						
<div>Signed for and on behalf of Westpac Banking Corporation ABN 33 007 457 141 by its Tier Three Attorney Signature of Attorney:  Name of Attorney: <u>Michael Smith</u> Power of Attorney registered Book 4299 no. 332 Who is personally known to me:  Signature of Witness: <u>Kashif Khan</u> Name of Witness: <u>Kashif Khan</u> Address: <u>4-16 Montgomery Street Kogarah NSW 2217</u></div>																										
<small>If space is insufficient use additional annexure sheet.</small>																										
Surveyors Reference: 19054 20M(Comp)																										

9.1.1 MINUTES FROM COUNCILS MANAGEMENT AND ADVISORY COMMITTEES

Record No: I22/274

OFFICER'S RECOMMENDATION

That Council receive the minutes of the Adaminaby Hall, Bombala Exhibition Ground, Michelago Hall management committees.

BACKGROUND

Council has received minutes of the meetings from the following management and advisory committees:

- Adaminaby Hall Management Committee meeting held 22 October 2022
- Michelago Hall and Tennis Courts Management Committee held 16 March 2022
- Bombala Exhibition Ground Management Committee held 13 April, 11 May 2022

These minutes are attached for Council's information.

ATTACHMENTS

1. Minutes of the Adaminaby Hall Management Committee Meeting held 22 October 2021
 2. Minutes of the Michelago Hall and Tennis Courts Management Committee Meeting held 16 March 2022
 3. Minutes of the Bombala Exhibition Ground Management Committee Meeting held 13 April 2022
 4. Minutes of the Bombala Exhibition Ground Management Committee Meeting held 11 May 2022
-

Minutes of meeting of the Adaminaby Hall s355 Committee

Held in the Meeting Room Adaminaby Hall

on Friday 22/10/2021 at 2.00pm

1. **ATTENDANCE:** Bill Fogarty (Treasurer), Ed Potter (Hall Manager), Ros Hassall, Pam Brayshaw, Jan Leckström (Chair).
2. **APOLOGIES:** Joan Fogarty and Marwa Hudson, accepted in the motion of Pam Brayshaw and seconded by Ros Hassall. Carried.
3. **MINUTES OF THE PREVIOUS MEETING 07/05/21:**
 - 3.1 Acceptance as a true record:

Having been previously circulated, these were taken as read and accepted as a true record.
Moved by Bill Fogarty and seconded by Jan Leckström and Carried.
 - 3.2 **Business arising:**
 - 3.2.1 PA system: Bill Fogarty agreed to follow this up.
 - 3.2.2 Hall router & NBN connection: Bill Fogarty agreed to follow this up with Erin Donnelly, SRMC Governance Officer.
 - 3.2.3 Hall Curtain fire retardant backing replacement:
 - 3.2.3.1 Ros reported that Philippa Dodd had spoken to Nick in at Cooma Furnishing;
 - 3.2.3.2 It was suggested that that a meeting be held in the Hall in the New Year as a separate track may be required.
 - 3.2.4 Window curtains/blinds:

On the motion of Jan Leckström and seconded by Bill Fogarty it was agreed that as fire retardant backing is required for all curtains:

 - 3.2.4.1 Replacement of the meeting room curtains be prioritized and
 - 3.2.4.2 The backing should be attached to eyelet style curtains.
Carried.
 - 3.2.5 Outside painting:
 - 3.2.5.1 This was put on hold because of nesting parrots;
 - 3.2.5.2 Erin Donnelly. SMRC Governance Officer:
 - 3.2.5.2.1 Had requested that the Adaminaby Community Shed build nesting boxes.
 - 3.2.5.2.2 These have been completed;
 - 3.2.5.2.3 This matter should be reviewed early next year.
 - 3.2.6 Hall cleaning: review next year.
 - 3.2.7 Bus Tours and Curtain viewing:
 - 3.2.7.1 Because of Covid there has been no bus tours;
 - 3.2.7.2 Ed reported that there had been some money received from Curtain Viewing.
4. **CORRESPONDENCE:**
 - 4.1 Correspondence:
 - 4.1.1 Received: June, email re Federal Bushfire Grant
 - 4.1.2 Sent: various emails relevant to this meeting.
 - 4.2 Business arising: Nil
5. **TREASURER'S REPORT:**
 - 5.1 Account Balances:
 - 5.1.1 31/08/21: \$8,639.62
 - 5.1.2 Received since:
 - 5.1.2.1 \$30 from the Red Cross;
 - 5.1.2.2 \$100 from the CWA and
 - 5.1.2.3 \$115 from curtain viewing

Minutes 22/10/2021 Adaminaby Hall s355 Committee

Page 1 of 2

Minutes of meeting of the Adaminaby Hall s355 Committee

Held in the Meeting Room Adaminaby Hall

- 5.2 Business Arising: Nil
- 5.3 The Treasurer moved and Pam Brayshaw seconded that his Report be accepted. Carried.
- 6. **REPORTS:**
 - 6.1 Councillor: Not present
 - 6.2 Chair:
 - 6.2.1 The Chair congratulated the Committee for continuing with their duties in spite of the uncertainties caused by Covid and changing regulations.
 - 6.2.2 On 27 July she and the Treasurer had attended a meeting held at the Cooma RSL about how to apply for the Bushfire Local Economic Recovery Package Grant. Unfortunately matters applicable to the Hall were found to be ineligible.
 - 6.3 Hall Manager:
 - 6.3.1 2021 had been a successful year in spite of the lockdown;
 - 6.3.2 The Council election is to be held in the Supper Room on Sat. 04/12/21
 - 6.3.3 The Hall Manager moved and Ros Hassall seconded the motion that two more trays for the dishwasher be purchased. Carried.
- 7. **GENERAL BUSINESS:**
 - 7.1.1 Condition of outside of building:
 - 7.1.1.1 Weatherboards and bird damage;
 - 7.1.1.2 Roof
- As agreed, both matters deferred until early 2022.
- 8. **DATE OF NEXT MEETING:** TBA
- 9. **MEETING CLOSE:** 2.30pm

Michelago Memorial Hall Section 355
Management Committee



General Meeting (final version)

Held at Michelago Memorial Hall, Ryrie Street, Michelago

On 16th March 2022

Commencing at 6.06pm

Members

Position	Name	Attendance
Treasurer	Mitch Lee	Present
Secretary	Anna Lucas	Present
Bookings Officer (Acting)	Rachel Harling	Present
MRCA Representative	Leanne Pattison	Present

1 Opening of the meeting

In absence of a president the treasurer opened the meeting at 6:06pm.

2 Apologies

Nil

3 Adoption of previous minutes

Minutes of the meeting held on Feb 16 are confirmed as a true and accurate record of proceedings.

Moved	Anna Lucas
Seconded	Mitch Lee

4 Reports

4.1 Treasurer

- Westpac- Anna and Mitch went to Westpac to remove Kaitlin as signatory for account (as resigned from committee and role as President). However it needs to be recorded in the minutes (for Westpac) that the committee unanimously agreed Kaitlin Lee should be removed as signatory for Westpac account with Hall Committee. Two signatories requested are Mitch Lee and Anna Lucas. We are also looking at options of moving to Beyond Bank Mitch will research into.

4.2 Booking Officer Report

- Rachel is getting used to the system for bookings. The email system has been hard to access initially also but getting there. Discussed the need to aim to try to respond to inquiry and bookings within a day or two. Also have had some waiting for invoices a while so would like to see this streamlined/made easier. Maybe need to look at the system in more detail together to support Rachel and ensure that it is able to be shared amongst the committee members and record able in a spreadsheet.

- Rachel discussed future bookings. One being from a man wanting to provide regular classes on a Saturday mornings. The concern from some members was that if it was too late in morning it could limit other bookings from community. The person was also wanting to store some equipment for the classes. It was agreed that the option of having early classes may work. There are more details to discuss with him such as security and liability with storing equipment and for us to think about possible location for this, rental costs (for using the hall to store), etc. Rachel to communicate.

- Also discussed need to do an inventory on the hall assets. For example the BBQ that has been kept in hall was removed just before meeting by Derek Giucci on behalf on Bronwyn Gattringer (claiming it did not belong with the hall). Also need to look at the number of chairs in the hall. Is the hall storing an excess than what may be needed? Leanne has volunteered to ask MRCA if they would like to store some at railway at next MRCA meeting? This may benefit for events such as Anzac Day services where it is useful to have some extra chairs. Also check that they are labelled? Maybe plan for some tidying up of the chair storage area. Rachel help organise?

- Calendar payments (for fundraising for Michelago Memorial Hall) from General Store (Sally) to be paid to bank account shortly.

5 Business arising from previous minutes

- Annual Pest Control. This is usually done around this time of year and previously organised by Bronwyn Gattringer. The cost is \$300. Mitch has cancelled to get feedback first from the committee. It was determined that the committee would like to understand more what is involved in this process and the chemicals used etc to determine what should be done. Also noted that mice have become an issue inside hall and cubby house. Mitch to enquire about the details and any termite concerns...

- Roof on hall has been repaired and gyp rocking done in kitchen and a couple of holes in wall (one just outside kitchen and one just inside kitchen). One more hole (behind poster to still do). Anna to pass on request to Julie (council).
- Debbie from preschool needs the door knob fixed inside hall on the way to men's toilets. Mitch volunteered to look at..
- Sound System – Rachel was able to meet Shane from Better Music after the installation of the audio system. Better Music will also provide instruction booklet. This should be added to the Hall Committee folder that is left at the hall.
- ‘ Hall Opening/Beautification’ Isabelle to organise. Grant money (Boco Rock) to be used on providing sausage sizzle for community, improving acoustics in hall and some on landscaping at the side of hall. Anna, Zanetta and Jenny (friends) may also help and encourage local groups to participate with decorating acoustic panels...
- Note Ivan has again mowed recently. Last week it was hard for the preschool to use yard as grass so long.

6 Other business

- Leanne nominated Belinda Sierzchula for president and this was seconded by Rachel but the nomination was not supported so lapsed.
- Anna keen to step down as secretary for family reasons. Anna recommended Belinda Sierzchula to take her position as she has lots of previous knowledge and experience with the Michelago Hall committee runnings, etc. Mitch Lee and Isabelle Thorpe abstained. Isabelle Thorpe nominated Jenny Wholohan as acting Secretary (seconded by Mitch Lee) with hopes council will approve her membership.
- Committee also confirmed desire for Rachel Harling to be also approved by council as a committee member so she may continue her role as Bookings Officer.
- Michelago Hall Committee also confirmed that after the approval of two more positions (just advertised by council) that we would request a further two more positions. Noting there is one community member (Naomi Walton) that is also keen to contribute and is also moving into a house directly adjacent to the hall. This could be very beneficial such as when the hall may need to be opened to give accommodation in needs of natural events such as a river flooding and locals being prevented from getting home or an accident on the highway where transport is effected, etc.
- Decided not to hold a meeting in April as this would be in the middle of Easter school holidays.

7 Items for Council action

Approve committee membership for Jenny Wholohan and Rachel Harling. Would like to request at least 2 extra positions to be advertised for the committee.

Zaneta Morison and Naomi Walton are two others that the committee would like to be recommended. Naomi is in the position that they are about to move next to the hall so this would be

a great benefit practically. Zaneta attended and has offered to help organise Hall Opening Day. It is recognised it would also be good to have someone on the committee who is keen on helping to over-see the tennis courts and club house.

8 Date of next meeting

The next meeting will be held at 6:00 in 18th May at Michelago Memorial Hall, Ryrie Street, Michelago.

9 Close of meeting

There being no further business the meeting concluded at 7:48pm

Minutes Bombala Exhibition Ground Section 355 Management Committee Meeting

Address: CWA Room, Wellington Street, Bombala NSW 2632

Date 13th April

Time: 7.20

Present:

Position	Member (Name)	Present/Apology
Chair	Neil Hennessy	Present
Secretary	Anne Caldwell	Present
Treasurer	Graham Hillyer	Present
Bookings Officer		
Committee Member	Clare Trevanion	Absent
Committee Member	Richard Peadon	Present
Committee Member	Colin Ryan	Absent
Committee Members	Bronwyn Podger	Present
Committee Members	George Power	Absent
Committee Members	Michael Sullivan	Absent
Committee Members	Calli Kidman	Absent
Committee Members	Anita Walder	Absent
Committee Members	Sophie Campbell	Absent
Committee Members	Nadean White	Present

1 Opening of the Meeting

The Chair, Neil Hennessy opened the meeting at 7.20pm.

2 Apologies

Apologies for the meeting were received by Nadean White from Anita Walder, Neil Hennessy from Sophie Campbell and Anne Caldwell from Clare Trevanion.

3. Adoption of Previous Minutes

Minutes from the meeting held on 9th March, 2022 are confirmed as a true and accurate record of proceedings.

Moved: Nadean White **Seconded:** Richard Peadon **Carried**

4. Business Arising from Previous Minutes

1. Water leaks still in kitchen – Neil to check them out.

5. Correspondence

In: email Clare Trevanion – apology
 Letter Australia Day Committee – request for upgrade of power points for the sheep pavilion
 Approximate Costing from MCH Welding & Engineering – Colour bond open arena with a gable roof.
Out: Nil

6. Business Arising from Correspondence

1. Neil will speak with the electrician, Clay Clear for clarification on upgrade to the sheep pavilion and (netball shed, if required) and what is able to be connected with regard to 15 amp and number of power outlets.

7. Treasurer's Report (Management Committee Bombala Exhibition Ground) 1/3/22 – 31/3/22

Income			Expenditure		
17/3/22	Club Bombala	\$700.00	4/3/22	Monaro Glass	\$40.00
	Banked in error – was for Bombala			Replace glass hall	
	Exhibition Society			toilets	

31/3/22	Forestry Corporation	\$357.40	8/3/22	Australia Post	\$44.00
	Hire chairs and tables			PO Box renewal	
			8/3/22	T&J Murphy Hardware	\$40.65
				Door handle amenities block	
			22/3/22	Origin Energy	\$114.35
				Gas	
Total		\$1057.40	Total		\$239.00
Balance as at 28/02/22		\$49,979.22			
Income		\$1,057.40			
Expenditure		\$239.00			
Balance as at 31/3/22		\$50,797.62			
				Term Deposit	\$14396.33
Moved: by Treasurer:	Graham Hillyer		Seconded:	Richard Peadon	Carried

8. Business Arising Treasurer's Report.

1. Graham spoke of his concern that the fees are not covering costs.
2. Council looking into the complexity of the fees.
3. Council suggested that we need to simplify our costings.
4. Under 18 no charge for playing surface but canteen and any other amenities can be hired out.
5. Query, who is going to pay?

9. General Business

1. Neil has spoken with Scott Ingram concerning the Club's stoves and will investigate further. Looking for stoves made in Australia – Goldstein.
2. Further investigation is necessary before the purchase of the marquee. Graham has suggested speaking with Council to obtain permission and check on regulations regarding the position of the cover.
3. Sophie is looking for Grants to assist with funding if Council approves.
4. The horse wash bay has a problem with drainage.
5. Safety issue.
6. Seeking a solution for moving horses over the drain.
7. Ag pipe? Sump?
8. Painting on hall, grandstand etc has started.
9. Keys and locks are a problem.
10. Need to reduce the number of keys.
11. Suggestion one key for all?

Moved: Graham Hillyer that a vote of thanks be extended to Neil Hennessy for all the work that he did prior to the show, for the bookings he has taken as well as organising the painting of the buildings and grandstand.

Seconded: Richard Peadon **Carried**

10. Date of next Meeting

The next meeting will be held at 7.00pm on 11th May, 2022 in the CWA Rooms.

11. Close of Meeting

There being no further business the meeting concluded at 8.47pm.

CHAIRPERSON



DATE 11th May, 2022

Minutes Bombala Exhibition Ground Section 355 Management Committee Meeting

Address: CWA Room, Wellington Street, Bombala NSW 2632

Date 11th May, 2022

Time: 7.04

Present:

Position	Member (Name)	Present/Apology
Chair	Neil Hennessy	Present
Secretary	Anne Caldwell	Present
Treasurer	Graham Hillyer	Present
Bookings Officer		
Committee Member	Clare Trevanion	Present
Committee Member	Richard Peadon	Present
Committee Member	Colin Ryan	Absent
Committee Members	Bronwyn Podger	Absent
Committee Members	George Power	Absent
Committee Members	Michael Sullivan	Absent
Committee Members	Calli Kidman	Absent
Committee Members	Anita Walder	Present
Committee Members	Sophie Campbell	Present
Committee Members	Nadean White	Present

1 Opening of the Meeting

The Chair, Neil Hennessy opened the meeting at 7.04pm.

2 Apologies

Apologies for the meeting were received by Anne Caldwell from Calli Kidman and Neil Hennessy received apologies from Colin Ryan and Michael Sullivan.

3. Adoption of Previous Minutes

Minutes from the meeting held on 13th April, 2022 are confirmed as a true and accurate record of proceedings.

Moved: Graham Hillyer **Seconded:** Clare Trevanion **Carried**

4. Business Arising from Previous Minutes

1. Water leak around chimney, mould has been cleaned off, not sure about other leaks.
2. Neil has been speaking with Scott Ingram at the club concerning stoves.
3. Goldstein \$8799 or Cobra \$4187 per unit ex gst made in Australia.
Anita Walder **moved** to purchase a Cobra Unit **seconded** Nadean White. **Carried**
4. Neil to follow up
5. Neil to contact Clay Clear concerning electrical.
6. Neil has a key safe..

Moved: Clare Trevanion **Seconded:** Sophie Campbell **Carried**

5. Correspondence

In: email Calli Kidman – apology
email Gary Finn – Project Engagement Group Meeting++

Out: Nil

6. Business Arising from Correspondence

Nil

7. Treasurer's Report (Management Committee Bombala Exhibition Ground) ¼/22 – 30/4/22

Income			Expenditure		
7/4/22	Donghwa Timber	\$272.00	11/4/22	Bombala Exhibition Society	\$700.00
	Hall Kitchen			Club Bombala Mistake	
11/4/22	Bombala Exhibition Soc	\$340.50	12/4/22	Cash Float Anzac Sports	\$2270.00
			13/4/22	Neil Hennessy	\$321.68
				Reimburse Costs	
			26/4/22	Monaro Post	\$148.50
				Advertising Anzac Sports	
Total		\$612.50			
Balance as at 31/03/22		\$50797.62	27/4/22	Milestone Chemicals	\$108.90
			27/4/22	T&J Murphy Building	\$86.80
Income		\$612.50		Total	\$3635.88
Expenditure		\$3205.30		Less unrepresented cheques	
Balance as at 28/04/22		\$48204.82	13/04/22	Neil Hennessy	\$321.68
			27/04/22	Milestone Chemicals	\$108.90
				Total	\$3205.30
				Term Deposit	\$14396.33

Moved: by Treasurer: *Graham Hillyer* **Seconded:** *Anita Walder* **Carried**

8. Business Arising Treasurer's Report

1. Problem with electricity account.
2. Cricket Club \$640 owing for previous year.
3. Contact Cricket Club Association concerning fees.

Moved: Clare Trevanion **Seconded:** Sophie Campbell **Carried**

9. General Business

1. Down pipe is adding to horse wash bay water problem .
 2. Put pipes in and cover with terrafirma and gravel.
 3. Neil to speak to Terry Perkins concerning pipes.
 4. Drains need cleaning out with proper gradient.
- Moved:** by Sophie Campbell that Nadean White approach State Forests for pipes and materials for horse wash bay. **Seconded:** by Nadean White **Carried**
5. SMRC fees and charges are out.
 6. Bond has been increased to \$340.
 7. Online booking still unavailable.
 8. Neil is taking bookings.
 9. Junior sport is free – someone needs to reimburse costs.
 10. Parents need to be in attendance at the ground with their child at training to supervise behaviour.
 11. Repair railing around the ground.
 12. Sophie will make contact concerning the use of prisoners for community service.
 13. Remove wooden trestles from fees and charges.
 14. Clarification on charges ie chairs and stove hire.
 15. Any changes to fees and charges to be given to council prior to 6th June.
 16. Neil to check quality of old trestles in President Room.
 17. Graham will approach someone interested in old timber.
 18. Use money from Blaze Aid to replace fridges in Canteen. Old ones use too much power.
 19. Neil to look into prices.
 20. Neil will speak to the Facility Manager re panic bolts for two main exit doors.
 21. Sports day was successful although numbers were down.

23. Painting should be completed by Thursday, 12th May.

10. Date of next Meeting

The next meeting will be held at 7.00pm on 8th June, 2022 in the CWA Rooms.

11. Close of Meeting

There being no further business the meeting concluded at 8.53pm.

CHAIRPERSON

DATE 8th June, 2022



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9.1.2 TRANSFER OF GRANT FUNDING FROM EUCUMBENE BOAT ROAMP PROJECT

Record No: 122/339

OFFICER'S RECOMMENDATION

That Council approve the redirection of the outstanding amount from Round 2 Stronger Country Community Fund (SCCF2 – 0349 – A) in the amount of \$ 121,411 to complete the restoration of the Adaminaby Big Trout.

ISSUES

Council received funding in 2019 under round 2 of the Stronger Country Communities Fund for Boating Facilities Upgrade Program – Lake Jindabyne at Widows Inlet and Lake Eucumbene at Old Adaminaby (SCCF2 -0349 – A) for \$550,000.

The upgrade at Lake Jindabyne has been completed. The proposed work for the Lake Eucumbene boat ramp has not gone ahead. The works initially planned cannot be completed with the remaining funds due to the many challenges identified relating to the Aboriginal and European cultural heritage artefacts onsite, which have required expert consultants reports to be prepared to meet NSW Heritage requirements. These requirements have added to the timeline and budget for the project delivery, meaning it is not possible to undertake works without significant additional funding.

As funding has been secured as part of the Bushfire Local Economic Recovery Fund to assess restoration options for the Big Trout, this additional funding would allow that project to progress, to ideally complete the refurbishment of this local icon. Should any part of the available funds be surplus to the needs of the restoration, then additional improvements to the area of the park in Adaminaby, in keeping with the outcomes of SCCF2 and BLER, can be undertaken.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Medium	Low	Yes
Economic Activity SJ	Medium	Low	Yes
Environmental Security	Medium	Low	Yes
External Political Environment	Medium	Medium	Yes
Financial Sustainability	Medium	Low	Yes
Health and Safety	Medium	Low	Yes
Legislative Governance and Compliance	Medium	Low	Yes
Reputation and Image	Medium	Medium	Yes
Service Delivery	Medium	Low	Yes

Stronger Country Communities 2 Grants are overdue for delivery and variations may/may not be approved by the Department.

Incomplete SCCF2 activities may impede applications under SCCF5 (pending round in 2022)

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost		
Estimated Annualised Net Cost		
Capital Investment		
Capital Funding Source	\$ 121,410.57	Stronger Country Communities Fund – Round 2

The outstanding grant amount is \$ 121,410.57. Reallocation to this currently unfunded works will allow the Council to undertake remediation works on an existing asset rather than allowing the infrastructure to continue to deteriorate until alternative grant funding can be sourced.

RESPONSIBLE OFFICER: Senior Project Manager/Acting Manager Corporate Projects

OPTIONS CONSIDERED

Option One – Continue with proposed upgrade tasks as planned. However, it is expected that the cost would exceed the amount of the original grant. Council would be responsible for providing additional funds to complete the project. (Financial risk considered too high)

Option Two – Continue with upgrade of disabled access to the toilet block only. However, due to the lay out of the existing parking area there would not be a straight forward and continuous access to the toilet block. The cost is expected to exceed the amount of the original grant. Council would be responsible for providing additional funds to complete the project. (Financial risk considered too high)

Option Three – Request a variation to the scope of the project from the Grant Management Office to undertake work within the Adaminaby community area. This could include:

- a) restoration of the Big Trout, (initial investigations are funded under the already secured BLER Fund) (preferred)
- b) improvements to the park area surrounding the Big Trout, (preferred)
- c) Undertake community consultation in regards to implementing some of the original 1957 planting guide, and undertaking planting within designated budget
- d) Other civic improvements.

Option Four – Transfer the remaining funds from the Lake Eucumbene Boat Ramp Project to the Cooma Creek Beautification Project. Not selected as it was deemed preferable to see funds retained in the Adaminaby area.

IMPLEMENTATION PLANS

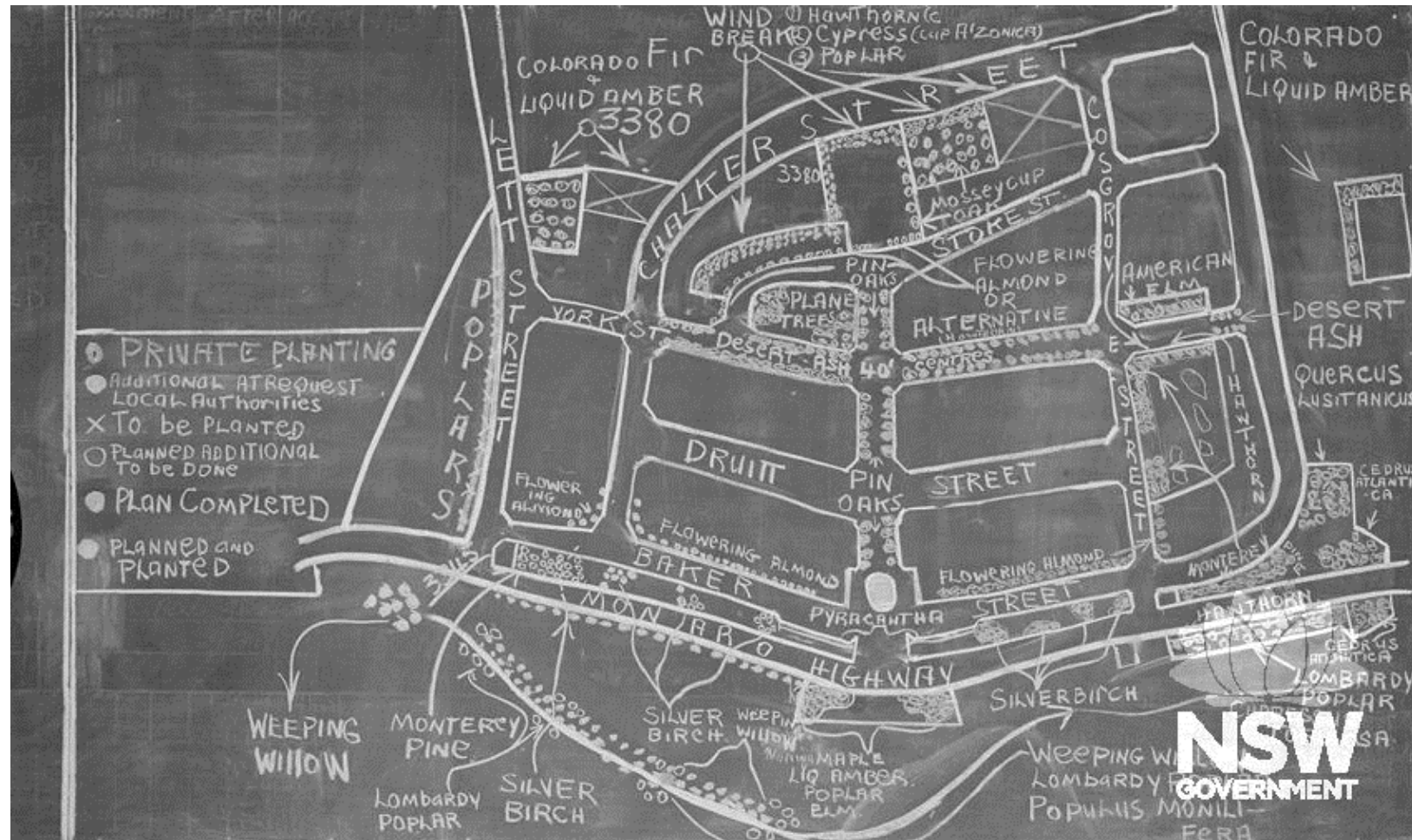
Actions:

An application to vary the scope will be developed and lodged. If approved the project will then await the investigation in the work required to be completed so that the scope is known before proceeding. It is expected the works would be carried out in 2022/2023 year so as to complete obligations under the SCCF2 program.

ATTACHMENTS

1. Adaminaby Tree Planting Plan - Circa 1957

Adaminaby Tree Planting Plan – Circa 1957



9.1.3 SHOWGROUND STIMULUS FUND - BOMBALA CARETAKERS COTTAGE

Record No: I22/424

OFFICER'S RECOMMENDATION

That Council

- A. Demolish the Caretakers' Cottage at the Bombala Showground
- B. Seek a variation for the remainder of the funds post demolition to address alternative options to be identified by the Bombala Exhibition Ground Project Engagement Group
- C. Not proceed with the previously approved loan for the caretaker cottage project

ISSUES

The current cottage is not fit for occupancy. There are a significant number of building defects that deem it uninhabitable and not capable of being renovated as initially proposed.

There is asbestos in the building and the building cannot be adequately secured, meaning that there is risk exposure. The building should be either contained within security fencing or demolished to mitigate the asbestos risk.

The financial costs of employing a caretaker by a committee that is a part of the Council is expected to be financially unsustainable. These costs, estimated at \$53,800 per annum, would need to be covered by the funds raised by the management committee. It is unlikely there is sufficient revenue being generated to cover costs in the order of \$1,035 per week. The rent cannot be used as an 'offset' to wages costs in a way that leads to payments to the caretaker that are lower than the awards entitlements of the position.

The current engagement conditions are unclear and potentially likely in breach of award provisions.

Insufficient funding to demolish and rebuild (as opposed to the original renovation proposed) has led to Council resolving to contribute \$75,000 in funding to come from internal loans. The impacts of the last six months indicate that the cost escalations are likely to have pushed the cost of the replacement building beyond the current budget. There is a high risk additional funding will be required, but this has not yet been tested.

Replacement of the caretaker cottage has the potential to be a source of income for the committee. If this was to be the case the revenue should cover the costs of the project, including repaying the loan. The funding was only sufficient to allow for a minimum specification 2 bedroom pre-fabricated building. The expected net weekly earnings are estimated to be \$110 per week. Based on the earning potential, the committee will spend the next 25 years paying off the \$75,000 loan before funds would be available towards operating costs.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes

Financial Sustainability	High	Low	Yes
Health and Safety	High	Low	Yes
Legislative Governance and Compliance	High	Low	Yes
Reputation and Image	High	Medium	No

FINANCIAL IMPACTS

Employment of a caretaker needs to be meet the conditions of the Local Government Award. Under these provisions the employee would be provided with an hourly rate of pay in accordance with the Council's salary system and would be entitled to payment for being on call to respond to issues and incidents. The exact workload undertaken by the caretaker is not known. It is not expected that the work will be full time. Costing has been based on averaging 12 hours per week of work in ordinary hours and three hours each day on weekends. Based on these assumptions the annual cost of the caretaker is \$1,035 per week.

The caretaker cottage is likely to achieve \$300 per week in rent, as it will be a basic two bedroom structure. Against this is the capital cost, maintenance and repairs and operating costs estimated at \$190 per week. This leaves a cost of \$925 per week to be funded, or \$48,100 per annum.

While recent quotes have not been gained it is expected that the replacement structure will again have moved outside the available funding.

The 2021 asset value status of the residence & garage is as follows:

Gross Value: \$194,350.00, **Effective Life:** 60 Years, **Estimated Fair Value:** \$54,000

RESPONSIBLE OFFICER: Acting Manager Corporate Projects/Senior Project Manager

OPTIONS CONSIDERED

The following options have been taken into consideration:

- Refurbish the existing cottage – Building report deems property uninhabitable.
- Maintain the previous arrangement
 - Staff/Contractor employment conditions are likely to be in breach of the legislation and Award applicable.
 - Insufficient funds to demolish and build new.
- Employ Staff/Contractor in line with employment requirements: Insufficient funding is currently available to fund this service level. It would require either other service levels to be dropped or additional revenue to be raised, either through user charges or rates.

IMPLEMENTATION PLANS

Showground Stimulus Funding Program (Proposal 724) has an approved extension of time to 30/06/2023.

- Demolition – Arranged to meet 31 October 2022 timeline.

- Feedback from Project Engagement Group – Council approval to proceed based on agreed outcome – 1 November 2022
- Variation submission lodged for remaining funds – 1 November 2022
- Variation approval gained – 30 November 2022
- Expend remaining funds – 1 December 2022 to 30 June 2023

BACKGROUND

Concern was raised over the use of loan funding towards this project and a report on the project was required to be brought back before Council.

The Bombala Showground caretaker cottage has historically been used as a housing incentive to attract a maintenance worker for the showground. The previous arrangement saw the committee provide the caretaker with accommodation free of charge (Cottage on-site) alongside a stipend of \$10,000 per year. The duties are expansive and include maintenance of the entire showground site, including the cottage, on call support and presence during showground use, clean-up post showground use, and control of key and access management (24/7).

In November 2020 the Bombala Showground Committee expressed concern over the following needing to be provided by a caretaker to allow the functioning of the facility;

- Security, maintenance reporting/issues onsite,
- Duties associated with hiring of the venue (pre/post hire inspections and show potential hirer's the facilities),
- After-hours support and access (key holder),
- Cleaning and minor maintenance, cleaning and inspection of amenities.

A caretaker has previously been engaged by the 355 Committee on behalf of Council. It is understood that this has been the business arrangement for the previous 20+ years. There is currently no caretaker in place. The role is not a part of the SMRC staff structure. The role is not identified as a contractor, with appropriate contracts in place. Based on the current arrangements is unlikely to be considered a contractor under legislation.

There is a low level of understanding of the current employment legislation that impacts on the committee, as they are a part of the Council, which has led to the committee considering that the current arrangements should be able to continue. Any person employed by committees have to be employed in accordance with the Local Government Award. The current arrangements are not compliant with the Award requirements for employees.

The Bombala Showground is currently supported by Open Space, Maintenance staff for some maintenance.

The funding from the Bushfire Local Economic recovery Fund has allowed a number of other key projects at the site to progress, which has allowed a conversation with the 355 committee to take place around the best use of the asset and what is the best strategic direction for the site.

ATTACHMENTS

Nil

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9.1.4 ACCESS & PARKING - GINGER LEIGH PARK AND RV DUMP POINT UPGRADES

Record No: I22/430

OFFICER'S RECOMMENDATION

That Council transfer \$250,000 from the balancing project funds under the SCFMPP to allow for the completion of road works in the caravan park, Bombala at the agreed scope.

ISSUES

Commencement of roadworks to provide the replacement parking and access area for the park identified that there are unsuitable base soils on-site. This has meant a cost escalation to complete the access road to the dump point. A substantially greater amount of fill and the need for geotextile to ensure that the road is stable are what is causing the increased costs. The roadworks includes parking areas access to the area and an expanded turnaround to cater for larger RV vehicles and caravans.

At the time of project scoping, geotechnical investigations were not undertaken. As the project was delayed in commencing the project being was being undertaken at a faster pace to meet funding expenditure deadlines. This entailed some risk due to a number of unknowns across both the Caravan Park and Ginger Lee projects based on the level of engineering information available.

Consideration was given to relocation of the dump point to the Monaro Highway. This would have reduced the extent of the roadworks required by removing some of the turning area for RVs and large caravans. Park access and parking would still be required. This was not the preferred option of the community, caravan park operators or TfNSW. Consultation with the community saw them expressing support to continue with the current project, seeing significant benefits to facilities of the RV stopping point and park being in a combined location. This led to the project proceeding in accordance with the initial scope.

The access road could be completed within budget as a gravel access road, however this will prove unsuitable long term for heavy vehicle access (RV's, Caravan's). For this project reducing the scope will lead to higher ongoing maintenance costs and a sub quality experience for RV tourists, which will reduce the effectiveness of the dump point in getting RV tourists to stop in the town, thus reducing the economic value that can be derived from this tourist segment. It would also negatively impact on local park users due to substandard road surface compared to expectations. The methodology for the improved road access includes removal of unsuitable fill (to be reused in other areas), installation of geotechnical fabric (to replace suitable natural subgrade), construction of suitable base course and then 2 coat seal.

The funding provided subsequent to the merger was allocated to a range of projects. In area funding pool funds were allocated to a 'balancing project'. Those projects were identified as projects that would only be carried out if the remaining projects were carried out within budget. It is expected that there will be balancing funds available. It is considered that the Therry Street proposed park is of lower value than the upgrades to Ginger Leigh and RV parking and access. While the projects were being undertaken funds were invested and the interest will also be available to allocate as it was not needed for the other projects in the Bombala region. The support for this project from the community indicates that this will be a valuable investment.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	High	Low	Yes
Economic Activity	Medium	Low	Yes
External Political Environment	Medium	Low	Yes
Financial Sustainability	High	Low	Yes
Reputation and Image	High	Low	Yes
Service Delivery	High	Low	Yes

Funding for Ginger Lee Park and the caravan park sewer and dump point was awarded in 2020. However community desire for this project has existed pre-merger. Having a sewer and dump point is critical to Bombala reaching “RV Friendly Status” for promoting the town as a stopping point and is well supported by community groups involved in the project. Non-delivery would see significant reputational damage to Council.

A not-fit-for-purpose solution (gravel) will see ongoing maintenance costs and a shortened life of the access road asset. The donated dump point (which Council was able to arrange to be donated to help overcome the initial expected costs from the project not being scoped) will not be able to be utilised during those periods requiring maintenance, creating additional economic and reputational damage.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	Nil.	Dump point facility does not currently exist.
Estimated Annualised Net Cost		
Capital Investment	\$910,000 (existing) + \$250,000	Drought Communities Fund (\$500,000) Bombala Reserve (\$300,000) Significant contributions are also being provided by community groups to enhance the area, with this being a good partnership project with the community in Bombala (Livvi’s Place, Lions Club, Bombala Garden Group, Rotary, Men’s Shed, Historical Society, Private Family Donor).
Capital Funding Source		Drought Communities Fund, Bombala Reserve, Community Donations SCFMPP Interest

The additional funds would take these 2 combined projects to \$1,160,000 (Ginger Lee \$800,000 and Bombala Caravan Park \$360,000). The initial budget for this work was Ginger Lee Park upgrades (Playground, park, road access and parking) \$800,000 and the caravan park works (sewer upgrades and dump point installation) \$110,000.

The sewer upgrades and the dump point have been installed. The dump point has been donated by the Caravan Industry Association.

As the project will be at a hold point while this decision is made, the contractor will de-establish. The additional costs of de-establishment, preliminaries and re-establishment are included in the \$250,000.

RESPONSIBLE OFFICER: Acting Manager Corporate Projects, Senior Project Manager

OPTIONS CONSIDERED

The following options were reviewed to keep the project within budget:

- Leave subsoil as is and complete with rolled densely graded base to meet RMS standard 3051, trim edges and apply gravel: This is not a preferred option as it will create a substandard roadway, unable to carry RV's and large caravans without damage. This will lead to considerable maintenance requirements which over the lifecycle of the project will lead to higher annualised costs and poor service.
- Reduce playground equipment scope of works – There has been strong community support and work to develop a scope to have the park meet the communities desired service levels. Transferring funds to the road access will leave insufficient funds to complete the playground to the agreed scope and see significant reputational damage to Council.
- Relocate the dump point: The project was well underway including the dump point being installed by the time the earthwork conditions were identified. The cost of uninstalling the facility and establishing the sewer infrastructure as well as dealing with safety on the side of the road on the nearby Monaro Highway is estimated to be higher than completing the project as is proposed as a worse alternative for achieving the desired outcome of getting RV tourists to stop in Bombala.

IMPLEMENTATION PLANS

The Drought Communities Fund DCP000688 has an approved extension of time to 31/03/2023

- Soil Stabilisation – from Council Approval to proceed to 19 August (4 weeks)
- Continuation of programmed works – 19 August to 11 November
- Contractor Float – 11 November to 25 November (practical completion)

BACKGROUND

The currently identified use of any remaining funds from the Stronger Communities Fund is development of a new park known as the Therry Street Square. The balancing project would be

investigated and undertaken if the balance of Bombala and Delegate projects could be completed and fund remained available.

ATTACHMENTS

1. Kath Farrell Letter of Support
2. Monique Perkins Letter of Support
3. Neill Hennessy Letter of Support
4. Terry Perkins Letter of Support
5. Zoe Joseph Letter of Support
6. Sophie Exhibition Society Letter of Support

Cherie McNair

Subject: FW: Allocation of funds for the Ginger Leigh Memorial Park

From: Kath Farrell [REDACTED] >
Date: 5 July 2022 at 12:08:10 pm AEST
To: Gary Finn [REDACTED] >
Subject: Fwd: Allocation of funds for the Ginger Leigh Memorial Park

To whom it may concern

I am emailing in support of an allocation of funding to enable the completion of the road, carpark and dump point of the Ginger Leigh Memorial Park, Bombala to be 'properly' completed.

My understanding is that issues have arisen with the above mentioned component of the project, which contingency funds are insufficient to cover. A shortfall in funds for an unforeseen problem/s should not jeopardise or detrimentally affect any part of this very much needed Bombala community park project.

The park project is of great significance to myself, families and individuals of the greater Bombala community. Additionally, the park is a major attraction as a stop over for the many visitors travelling through town. Each and every part of the planned park upgrade should be considered as essential inclusive of the dump point as a service for those travelling through.

Please allocate sufficient funds to enable the entire project planned for Ginger Leigh Memorial Park to be completed at a high level for the Bombala community.

With thanks
Kath Farrell
Best regards

Kath Farrell, B. Soc. Sci (Social Welfare): Dip. Counselling

Specialist Support Coordination



☎ 0458 584 889 | ✉ PO Box 102, BOMBALA NSW 2632

NDIS Reg. Provider: 4050008245

05.07.22

To whom it may concern,

I am writing in regards to the funding required to properly complete the road and carpark to specifications as outlined for the Bombala playground upgrade.

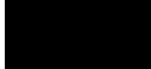
My understanding is that there have been unforeseen structural issues encountered that will require additional financing to ensure these works are able to proceed and that they are done to the standard required and proposed.

As a concerned community member who see's extreme value in this upgrade I implore council to support this process please. It is not only for the local community but also for the many many tourists who stop off in our little town, using our amenities, parks and shops etc. It is imperative that this kind of infrastructure be completed properly and to high standards and quality so that we are not constantly having construction in and around the area to fix/repair 'cheap and nasty' work. The investment now is for long term benefit and to avoid increased ongoing maintenance which it would require given the traffic it will see in the future.

Thank you in advance for considering my concerns.

Kind regards,

Monique Perkins



[REDACTED]

To: Gary Finn
Subject: Dump site support

Dear Garry,

It has come to my attention that difficulties have been encountered with the caravan dump point and roadworks at the Bombala Caravan Park. I would like to express my support for Council to supply additional funding as required to provide a finished project, providing the initial aims and goals of the project. There would seem to be no point in wasting any resources committed to the project so far, to end up with no result and a probable poor finish. These dump points seem to be a very popular facility with travellers and along with other improvements in the park area will be very much a key to attracting more visitors to our area.

Regards,

[REDACTED]

Neil Hennessy.

Cherie McNair

To: Cherie McNair
Subject: FW: Report returned: Bombala Sewer & Dump Point

From: Terry Perkins <[REDACTED]>
Sent: Tuesday, 5 July 2022 3:19 PM
To: Gary Finn [REDACTED]
Subject: RE: Report returned: Bombala Sewer & Dump Point

To the SMRC project management team.

I fully support completing the entire project at Apex Park Stage 2 with the upgrade to the access road to the public toilets and the new dump point for sewer waste to the engineered specifications both as a supervisor for civic services and a local ratepayer. The extra cost that this will take to complete to the proper standard will certainly outweigh the problems maintenance, community uproar and costs in the future if it is finished sub-standard.

The project in itself is a very good and unique project that has gained much support and interest from the community already, the dump -point for visitors and travellers has been asked for by locals now for many years to encourage travellers to stop and stay in the town .

The access road into the caravan park and public toilets is used with high frequency by buses ,caravans ,mobile homes and an assortment of vehicles on a daily basis .

Please consider finishing this project to the standard that we deserve as a community for the extra unforeseen cost.

Terry Perkins

Cherie McNair

To: Cherie McNair
Subject: Support for car park and dump point.

From: Zoe Joseph [REDACTED] >
Date: 5 July 2022 at 10:15:55 am AEST
To: Gary Finn [REDACTED] >
Subject: Support for car park and dump point.

Hi Gary,

I was the president of the Bombala and District Chamber of Commerce for 5 years and I can vouch that the majority of community members who I have worked along side and spoken to have been wanting the dump point at the current location where the works are underway, down near the caravan park and toilets, it's so important for us to officially be an RV friendly town. This is so important for tourism and makes sense to be in that location being next to the caravan park and new park.

For years we have wanted this upgrade as there are so many benefits for our community for this work to be completed properly.

Happy to speak to anyone if need be.

In Gratitude

Zoe Joseph
[REDACTED]



June 5, 2022

To whom it may concern,

I am writing on behalf of the Bombala Exhibition Society Inc. to offer our ongoing support to create a safe, accessible and community orientated area at Apex Park; a safe recreation space that will also serve as a tourist friendly area for our town and annual show visitors.

We have just been informed by the other community groups involved that, due to unforeseen circumstances, some structural issues involved with the current ground preparation on that site have arisen – which will now likely incur additional costs and additional work and resources to fully address.

Our committee wholeheartedly supports the delivery of a quality and long-term project completion for this important community space and we would therefore request that Snowy Monaro Regional Councils ensures that all reasonable additional funds and resources are applied to ensure the successful completion and delivery of this project in its entirety.

Yours Sincerely,

Sophie Campbell
President
Bombala Exhibition Society Inc.
[REDACTED]
bombalashow@gmail.com

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9.2.1 MONTHLY FUNDS MANAGEMENT REPORT - JUNE 2022

Record No: I22/455

OFFICER'S RECOMMENDATION

That Council

- A. Receive the report indicating Council's cash and investments position as at 30 June 2022;
and
- B. Receive the certificate of the Responsible Accounting Officer.

ISSUES

The effective management of Council funds to assist financial sustainability and the intangible expectations of the community.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Financial Sustainability	Low	Low	Yes

Total cash and investments available to provide services and infrastructure to the community in accordance with the 2022 budget, Council resolutions and other external restrictions.

This report is not an indication of the long-term sustainability to fund Council's operations, instead only provides information on how the overall cash and investments held is being managed.

FINANCIAL IMPACTS

Lower yields in a low interest rate environment and adjusting expectations.

RESPONSIBLE OFFICER: Chief Financial Officer

CERTIFICATION:

I, Tracy Sligar, Responsible Accounting Officer of Snowy Monaro Regional Council hereby certify, as required by Clause 212 of the Local Government (General) Regulation 2021, that investments as detailed in this report have been invested in accordance with Section 625 of the *Local Government Act 1993*, the Regulations and Council's Investment Policy.

OPTIONS CONSIDERED

Council's Monthly Funds Management Report meets the requirements of Council's Investment Policy and regulatory requirements.

Investing in cash products (such as term deposits).

IMPLEMENTATION PLANS

Investment of surplus funds that are not required to manage short-term cash flow.

EXISTING POLICY/DECISIONS

Council's Investment Policy (SMRC258)

The Policy was reviewed in April 2020 by Council Resolution Number 72/20 and was next due for review on 16 April 2022. The Audit, Risk and Improvement Committee have agreed to review any changes to the policy prior to any proposed changes being considered by the Council for adoption. The aim of Council's Investment Policy is to provide a framework for the investing of Council funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

BACKGROUND

Council's Cash and Investments 30 June 2022:

Cash - general	\$2,410,733
Investments	\$84,084,321
Total	\$86,495,054

Investment Register – 30 June 2022:

DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - At Call	A1+	AA-	At Call	45,084,321	0.70%	At Call
29-Aug-17	Westpac Bank	A1+	AA-	TD	4,000,000	2.12%	29-Aug-22
29-Jun-18	National Australia Bank	A1+	AA-	TD	4,000,000	2.70%	29-Jun-23
11-Sep-18	RaboDirect	A1	A	TD	2,000,000	3.33%	08-Sep-23
17-Dec-18	Rabobank Australia	A1	A	TD	2,000,000	3.15%	16-Dec-22
17-Sep-19	Bank of Queensland	A2	BBB+	TD	1,000,000	1.85%	19-Sep-23
23-Oct-19	Bank of Queensland	A2	BBB+	TD	1,000,000	1.80%	23-Oct-23
17-Mar-20	ING Bank	A1	A	TD	1,000,000	1.63%	17-Mar-25
20-Mar-20	Bank of Queensland	A2	BBB+	TD	1,000,000	1.85%	19-Mar-25
27-Jan-21	National Australia Bank	A1+	AA-	TD	5,000,000	0.80%	27-Jan-26
02-Dec-21	Judo Bank	A3	BBB-	TD	1,000,000	1.10%	02-Dec-22
17-Mar-22	Bendigo and Adelaide Bank Limited	A2	BBB+	TD	4,000,000	1.15%	17-Mar-23
05-May-22	MyState	A2	BBB+	TD	5,000,000	3.25%	03-Nov-23
05-May-22	Judo Bank	A3	BBB-	TD	4,000,000	2.95%	05-May-23
22-Jun-22	National Australia Bank	A1+	AA-	TD	4,000,000	4.30%	26-Jun-24
					84,084,321		

Council's Unrestricted and Restricted Funds 30 June 2022:

Unrestricted Funds	\$10,487,054
Restricted - external	\$66,750,000
Restricted - internal	\$9,258,000
Total	\$86,495,054

Unrestricted Funds are current funds with no internal or external restrictions imposed on them as to use or purpose, including grants to be applied to projects in the current financial year. Unrestricted funds are not completely free of restrictions, as they are still subject to Council regulations.

Restricted Funds refer to funds that cannot be used for general purposes as they are either subject to some form of external legislative, contractual obligation or are kept for the purpose of funding commitments that are expected to arise in the future. They are stated and restated each year and disclosed more fully in the audited general purpose financial report for each June year end.

Cash Flow Forecast to 30 June 2023:

Month	Opening Balance	Closing Balance	Movement (+/-)
Jun-22	4,814,594.95	2,410,732.80	(2,403,862.15)
07/2022 (*)	2,410,732.80	4,143,122.59	1,732,389.79
08/2022 (*)	4,143,122.59	2,404,237.83	(1,738,884.76)
09/2022 (*)	2,404,237.83	1,633,729.13	(770,508.70)
10/2022 (*)	1,633,729.13	2,122,325.22	488,596.09
11/2022 (*)	2,122,325.22	2,685,710.37	563,385.15
12/2022 (*)	2,685,710.37	3,826,924.58	1,141,214.21
01/2023 (*)	3,826,924.58	4,711,489.53	884,564.95
02/2023 (*)	4,711,489.53	8,262,590.53	3,551,101.00
03/2023(*)	8,262,590.53	7,610,077.47	(652,513.06)
04/2023 (*)	7,610,077.47	9,909,208.90	2,299,131.43
05/2023 (*)	9,909,208.90	7,016,842.48	(2,892,366.42)
06/2023 (*)	7,016,842.48	4,612,980.33	(2,403,862.15)

* Projected cash flow for 2022/23

The above table is a forecast of the expected cash holdings for the general fund as at 30 June 2023 of \$4.6M.

Investment Portfolio Return:

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

Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Margin
June	0.96%	1.62%	1.81%	-0.20%
May	0.90%	1.16%	1.17%	-0.01%
April	0.87%	0.87%	0.71%	0.16%
March	0.87%	0.78%	0.23%	0.55%
February	0.88%	0.78%	0.08%	0.70%
January	0.89%	0.86%	0.08%	0.78%
December	0.89%	0.84%	0.07%	0.78%
November	0.91%	0.90%	0.05%	0.85%
October	0.92%	0.88%	0.06%	0.82%
September	0.93%	0.90%	0.02%	0.88%
August	0.93%	0.94%	0.01%	0.93%
July (2021)	0.95%	0.95%	0.02%	0.93%

**The Australian Financial Market Association (AFMA)*

ATTACHMENTS

Nil

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9.2.2 MANAGEMENT OF GST AND S355 COMMITTEES

Record No: 122/459

OFFICER'S RECOMMENDATION

That Council note the information in the report.

ISSUES

Management of GST payments and claims from committees delegated a function of council under s355 of the Local Government Act 1993 (The Act) has been inconsistent. This has been due to legacy practices from the previous councils that have not been addressed/rationalised.

These arrangements are supported by staff on a needs basis.

This report is in response to council resolution 122/22, item C.

MINUTES OF THE ORDINARY COUNCIL MEETING OF SNOWY MONARO REGIONAL COUNCIL HELD ON THURSDAY 19 MAY 2022

COUNCIL RESOLUTION

122/22

That Council

- A. Receive the minutes of the Bombala Exhibition Ground, North Ridge Reserve, Bredbo Hall, Delegate Early Settlers Hut and Delegate Sportsground management committees; and
- B. Receive the minutes of the Cemetery Advisory Committee.
- C. That a report come back to the next Council meeting on the treatment of GST with committees.

Moved Councillor Stewart

Seconded Councillor Frolich

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.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity	Low	Low	Yes
Financial Sustainability	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes

The current legacy arrangements do not expose council to unacceptable levels of risk.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	Nil	
Estimated Annualised Net Cost	Nil	
Capital Investment	Nil	
Capital Funding Source	Nil	

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

At this time council is not being asked to consider other options.

IMPLEMENTATION PLANS

An improved approach will be determined and consultation take place with each of the committees to ensure administration of GST is consistent with council's requirements and those of the Australian Taxation Office (ATO).

EXISTING POLICY/DECISIONS

Currently, management committees are operating under legacy arrangements.

BACKGROUND

Council has adequate management arrangements and internal controls in place to enable the Council to adequately account for its GST liabilities and recoup all GST input tax credits eligible to be claimed. Due to the size and scale of its operations, the Council reports monthly to the ATO.

A review of GST management included consultation with the committees with a view to, where practicable, align GST responsibilities with ATO requirements. Currently there are different levels of activity in the management committees regarding the administration of GST.

The ATO require entities to report GST by one of the following:

- Monthly – if GST turnover is \$20 million or more.
 - Quarterly – if GST turnover is less than \$20 million.
 - Annually – if voluntarily registered for GST turnover is under \$75,000 (\$150,000 for not-for-profit bodies).
-

As management committees would be reporting GST annually if operating individually, it is felt that Council would be creating an unnecessary burden to also require management committees to report monthly.

A more appropriate measure to meet our mutual GST obligations could be satisfied by management committees providing Council's finance staff with "view only" access to their bank checking account. The annual process of lodging financial returns by committees will allow Council's finance staff to account for any transactions not identified by monthly review and make any necessary adjustments annually.

ATTACHMENTS

Nil

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9.3.1 ENVIRONMENT UPGRADE FINANCE

Record No: I22/385

OFFICER'S RECOMMENDATION

That Council

- A. Supports the implementation of Environmental Upgrade Agreements within the Snowy Monaro local government area;
- B. Appoints a third-party provider, Building Better Finance, to deliver streamlined Environmental Upgrade Agreements for a trial period of two years;
- C. Request staff prepare a report to Council at the end of the trial period on the performance of the Environmental Upgrade Agreements.

ISSUES

On 4 October 2018 Council resolved to support an initiative that would enable NSW local governments to support environmental measures such as the appropriate upgrade of built infrastructure.

COUNCIL RESOLUTION

1/18

That Council

- A. Support the Albury City Council motion regarding legislative changes to enable the implementation of a program similar to that implemented by Darebin City Council in Victoria;
- B. Advocate for the legislative changes to local members and relevant Ministers;
- C. Carry out due diligence with a business case which includes funding options, power under current legislation that would provide solar subsidy schemes for residence and businesses within the SMRC council area; and
- D. Provide for public consultation process once the above has been carried out.

Moved Councillor Castellari

Seconded Councillor Ewart

CARRIED

The NSW legislation has not yet been updated to allow schemes similar to those adopted by Darebin Council in Victoria. However Environmental Upgrade Agreements (EUAs), a finance mechanism enabled through the NSW *Local Government Act 1993*, provide a mechanism through which Council can support local businesses.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Economic Activity SJ	Low	Low	Yes
Environmental Security	Medium	Low	Yes
Financial Sustainability	Medium	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes

Council's involvement in the administration of the scheme is minimal, the loans are secured by a charge over the property, and Council does not assume liability for the loan at any time.

FINANCIAL IMPACTS

Council is paid a small cost-recovery fee per agreement by Better Building Finance (as third-party administration provider) for administering the scheme. Given the expected slow take-up of the proposal it is not anticipated that there will be any material impact on Council's finances.

Signing Fee

A Signing Fee of \$250 per EUA signed by the Council during the term of this Service Agreement will be paid to Council by Better Building Finance after each EUA is signed and the EUC Declaration entered in Council's Rates & Finance System.

Administration Fee

An Annual Administration Fee ranging from \$40 to \$200 per EUA signed by the Council during the term of this Service Agreement will be paid to Council by the property owner through Better Building Finance, at the end of each quarter, for the duration of the term of the EUA. See Table 7.1 of Schedule 1.

Table 7.1 Council Administration Fees

EUA Loan Value	Annual Administration Fee paid to Council
<\$50,000	\$40
\$50,001 - \$100,000	\$50
\$100,001 - \$150,000	\$75
\$150,001 - \$200,000	\$100
\$200,001 - \$250,000	\$125
\$250,001 - \$300,000	\$150
\$300,001 - \$350,000	\$175
>\$350,001	\$200

Note: Councils Fees are deducted from the BBF Fees paid by the borrower.

RESPONSIBLE OFFICER: Chief Executive Officer

OPTIONS CONSIDERED

Given that the State has not changed the relevant legislation to enable Council to implement schemes similar to those implemented by a number of Victorian councils, Environment Upgrade

Agreements provide the next best alternative. Staff have not identified an alternative mechanism that would provide local businesses the opportunity to access low-cost, long-term loans.

IMPLEMENTATION PLANS

Once the agreement between SMRC and Building Better Finance is finalised, the parties will work together to develop a communication strategy. All interaction between prospective clients will be handled by BBF.

EXISTING POLICY/DECISIONS

On 4 October 2018, Council resolved as follows:

COUNCIL RESOLUTION 2/18

That Council

- A. Support the Albury City Council motion regarding legislative changes to enable the implementation of a program similar to that implemented by Darebin City Council in Victoria;
- B. Advocate for the legislative changes to local members and relevant Ministers;
- C. Carry out due diligence with a business case which includes funding options, power under current legislation that would provide solar subsidy schemes for residence and businesses within the SMRC council area; and
- D. Provide for public consultation process once the above has been carried out.

Moved Councillor Castellari

Seconded Councillor Ewart

CARRIED

On 16 September 2021 Council resolved as follows:

COUNCIL RESOLUTION 215/21

That the motion be deferred to the next meeting.

Moved Councillor Haslingden

Seconded Councillor Last

CARRIED

Record of Voting

Councillors For: Mayor Beer, Councillor Stewart, Deputy Mayor Miners, Councillor Castellari, Councillor Maslin, Councillor Haslingden and Councillor Last.

Councillors Against: Councillor Corbett, Councillor Ewart and Councillor Rooney

The intent of this deferral was to allow Councillors the opportunity to reach out to their contacts at Councils working with BBF as part of the Councillors due diligence. This had not occurred in time for the October 2021 meeting and with the election scheduled for December 2021 it was determined more productive to leave the final determination for the newly elected Council.

Councillors received a briefing on 26 May 2022, with the opportunity to ask questions about the finance mechanism and how 61 other councils around NSW, VIC and SA are working with BBF.

BACKGROUND

Anecdotal evidence suggests that many local business property owners are keen to upgrade their buildings to deliver environmental benefits and long-term costs savings. The lack of access to upfront capital to pay for these improvements can, however, be a major barrier. Environmental Upgrade Agreements (EUAs) may address this need for some property owners.

Environmental upgrade finance is a type of loan, provided by a third-party lender such as Bank Australia or Credit Suisse, to fund environmental upgrades to a private property. At this time the

finance mechanism is most commonly applied to commercial properties, but discussions are under way with the NSW Government to expand it to residential properties.

The loan is secured against the property by an Environmental Upgrade Charge raised against the land by Council and quarterly repayments are collected, just like council rates, until the full amount has been paid off. Due to the security provided by the charge raised on the land, businesses can access finance and longer loan terms which may have otherwise been difficult to attain. The details of this loan are documented by an Environmental Upgrade Agreement.

This finance mechanism is specifically used to pay for works that improve the energy, water or environmental efficiency and overall sustainability of commercial and other buildings; a loan that is then repaid by the building owner alongside council rates over an agreed time period.

The finance can be used for a range of projects such as installation of renewable energy systems, new equipment or initiatives to improve energy and water efficiency, or projects that minimise waste, maximise resilience or improve resource efficiency; there just needs to be a measurable sustainability improvement over time.

By working with the third-part provider, Building Better Finance, Council would not pay anything for the service. There are over 125 successful projects across Australia that have used EUAs to finance their sustainability upgrades. Evidence from these projects suggests that, due to the reductions in utility charges and other expenses, most projects are cashflow positive from the beginning, freeing up capital for the business.

Having a third-party provider like Better Building Finance means that the templates, forms, application process and finance assessment is automated and simplified, with consistent practices for building owners across council areas, and the creation, distribution, payment and verification of quarterly Environmental Upgrade Charge Notices (and annual invoices) is now provided simply, easily and for free by an online Billing Platform with WestPac as the Direct Debit provider, Perpetual as the Custodial Account provider, and sitting on the robust and transparent FinPower platform. Council is provided with a regular tally of all payments made as well as economic and environmental benefits achieved, to measure the success of the initiatives. Better Building Finance have also included in their Services Agreement the ability to pay Council a set one-off Signing Fee for each EUA to cover staff time taken in establishing the Agreement, and an annual Administration Fee to cover staff time taken in confirming the payments made over the year.

It is not envisaged that EUAs will be taken up by every business across the Snowy Monaro, but it may assist businesses which have been hoping to perform sustainable upgrades but have found the work cost-prohibitive. Possible businesses that may benefit from environmental upgrade finance include motel and accommodation stock, aged care, childcare or retail and tourism facilities.

An environmental upgrade finance program has the potential to deliver advantages through implementing any combination of the following within non-residential properties:

- Solar installation with potential battery connection and/or EV charging points
 - Lighting or HVAC upgrade
 - Machinery or plant retrofit
 - Water or waste efficiency upgrade
 - Insulation or cladding improvements
-

- Broader sustainability upgrades.

Potential benefits to Council are include:

- Assist local businesses to address increasing utility and other operational costs
- Unlock private sector finance so businesses of every size can invest in growth
- Maintain competitive edge by providing opportunities for many types of local businesses that are available in other council areas
- Incentivise local business to stay within or move into the Snowy Monaro area
- Stimulate local economic activity and help improve business profitability in the region
- Help engage ratepayers to achieve Council's economic and sustainability objectives.

There are already over 125 examples of projects that have benefitted from Environmental Upgrade Finance around Australia, ranging from just under \$15,000 to over \$4,000,000. These projects have included retail shops, dental clinics, agricultural production facilities, distilleries, offices, warehouses and distribution centres, and many other types. A diverse range of case studies can be viewed online at <https://sustainableaustraliafund.com.au/success-stories/>

BBF started in Victoria so most of the projects are based there, but an increasing number of NSW councils are joining the program, with the most recent being [Lake Macquarie City Council](#), [Orange City Council](#), [Waverley Council](#), [Lane Cove Municipal Council](#) and Mid-Western Regional Council all signing up with Better Building Finance through 2021/2022.

Videos explaining how the scheme would work are available here:

<https://betterbuildingfinance.com.au/better-building-finance-for-australian-councils/>

By utilising a third-party such as Building Better Finance there are minimal impositions on employee resources. What minimal costs are incurred are offset by a charge incorporated into the Environmental Upgrade Agreement.

Better Building Finance (BBF) is supported by funding from the Australian Renewable Energy Agency (ARENA), under the 'Advancing Renewables' initiative which helps promote sustainability solutions to local governments and private sector alike.

The Sustainable Australia Fund (SAF), the sister organisation BBF, works directly with the projects / building owners and receives income through fees such as an application fee and quarterly management fee. These would be fully and transparently documented in the financing arrangements and the Environmental Upgrade Agreement.

Neither Council nor the administering companies would be providing financial advice to prospective applicants and it remains the applicants' responsibility to ensure that financial arrangements are suitable for them. Applicants are encouraged to ensure that the finance arrangements are competitive, and Better Building Finance follows the principles of responsible lending to try and manage any financial risks to applicants in advance.

ATTACHMENTS

1. Better Building Finance Summary Brochure
 2. Better Building Finance FAQs
-



HELPING COUNCILS CONNECT LOCAL BUSINESSES WITH UPGRADE FINANCE

"Better Building Finance makes it easy for councils to drive positive economic and sustainability change within the local community through Building Upgrade Finance."

- Deputy Lord Mayor, City of Melbourne



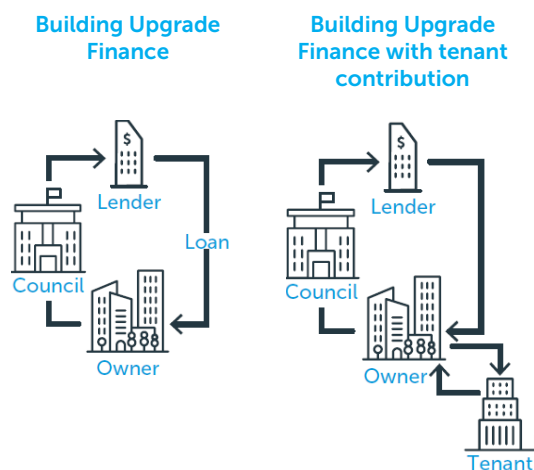
What is Building Upgrade Finance?

Building Upgrade Finance (BUF) is designed to fund sustainability upgrades for existing buildings.

The contract is called a **Building Upgrade Agreement (BUA)** and is signed by the owner, council and lender.

Councils secure the loan against the property using an **Building Upgrade Charge (BUC)** and repayments are quarterly, just like rates.

As a result, the loan can be passed from vendor to purchaser when the property is sold, allowing lenders to offer:



100% of costs with no deposit required



Long term (10-20 years) fixed low interest rates



Ability to share costs and benefits with tenants



Option to transfer on sale of property

What are the opportunities for councils?



Councils can help unlock over \$40 billion of investment in the built environment by offering Building Upgrade Finance.

It can be used to:



Reduce community CO2 emissions



Increase investment in renewables



Stimulate economic activity and business profitability



Keep the benefits within the municipality



Unlock government grants and rebates



Who is Better Building Finance?

Better Building Finance (BBF) is Australia's largest independent third-party service provider, helping councils establish and run Building Upgrade Finance programs for their local communities.

BBF is currently supported by, and receives funding from, the Australian Renewable Energy Agency (ARENA) as part of ARENA's 'Advancing Renewables' Program.



Australian Government
Australian Renewable
Energy Agency

ARENA

How have councils benefitted?



As of late 2020, BBF and its Council Partners have unlocked over \$40 million in investment for businesses through more than 100 upgrade projects. This has resulted in:



Installation of over 10,000 kW worth of solar panels



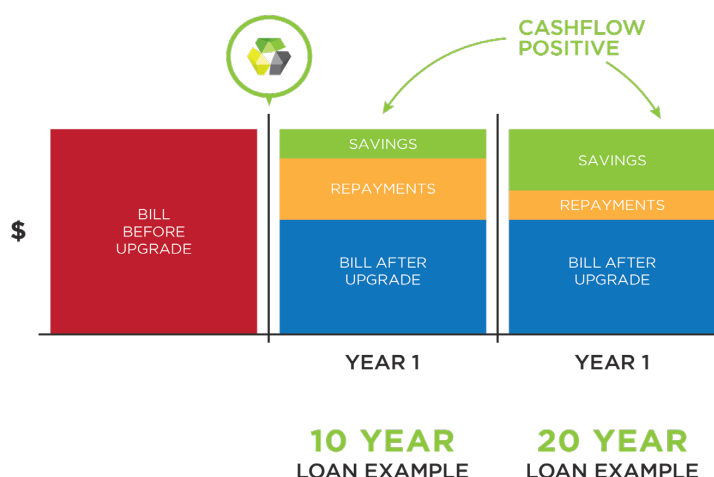
Reduction of over 500,000 tonnes of carbon emissions



Cost savings of over \$100 million for local businesses

Benefits for businesses











- ✓ Up to 100% project finance, including hard and soft costs
- ✓ Loan terms between 4 - 20 years
- ✓ Repayments made alongside local council rates
- ✓ Repayments can be split between landlord and tenants
- ✓ No requirement for personal or business security





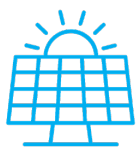
Council partner leaderboard

By the end of 2020, Better Building Finance had helped its Council Partners achieve the following by offering Building Upgrade Finance to local businesses within their municipality:

	NUMBER OF BUAs	INVESTMENT BUA LOANS	kW-SOLAR INSTALLED	EMISSION SAVINGS tCO2	OPERATIONAL SAVINGS
 MORNINGTON PENINSULA Shire	14	\$2,022,671	1113	40,122	\$6,421,042
 CITY OF MELBOURNE	13	\$6,421,042	180	82,353	\$11,789,582
 Brimbank City Council	11	\$1,911,013	1147	42,576	\$7,073,119
 Mildura Rural City Council	7	\$690,490	443	13,820	\$2,181,110
 Yarra Ranges Council	7	\$289,017	283	14,615	\$2,420,296
 GREATER SHEPPARTON	6	\$2,701,924	882	35,750	\$5,645,063
 wyndhamcity city.coast.country	6	\$1,924,868	1462	55,955	\$9,849,652
 Moreland City Council	6	\$1,253,045	916	33,652	\$5,783,737
 CITY OF MONASH	6	\$580,965	338	9,315	\$1,675,329
 moira SHIRE	4	\$4,829,159	431	7,948	\$12,483,818



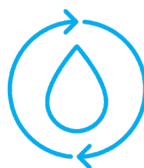
What can be funded?



Renewable energy
(e.g. solar)



Energy storage



Water efficiency
and reuse
systems



Energy
optimisation



Air
conditioning



End of trip
facilities



Waste
management
systems



Lighting



Green/cool roof
installation



Electric vehicle
chargers



Pollution
control



Building
insulation
and cladding

"It was important that we support local business and support them in a sustainable way. Working with Better Building Finance to offer Building Upgrade Finance makes this possible for council"

- Mayor, Yarra Ranges Shire



Why engage Better Building Finance?

As an expert, Better Building Finance provides independent third-party services that are designed to make it easy for council to establish and run a BUA program.



Councils are paid a signing fee and annual admin fee for each BUA



BBF is a market leader with over a decade of experience



BBF helps councils reduce and manage associated risks



BBF is a trusted provider for over 50 councils



BBF provides its services for free to councils



BBF has expert knowledge of legislation throughout Australia



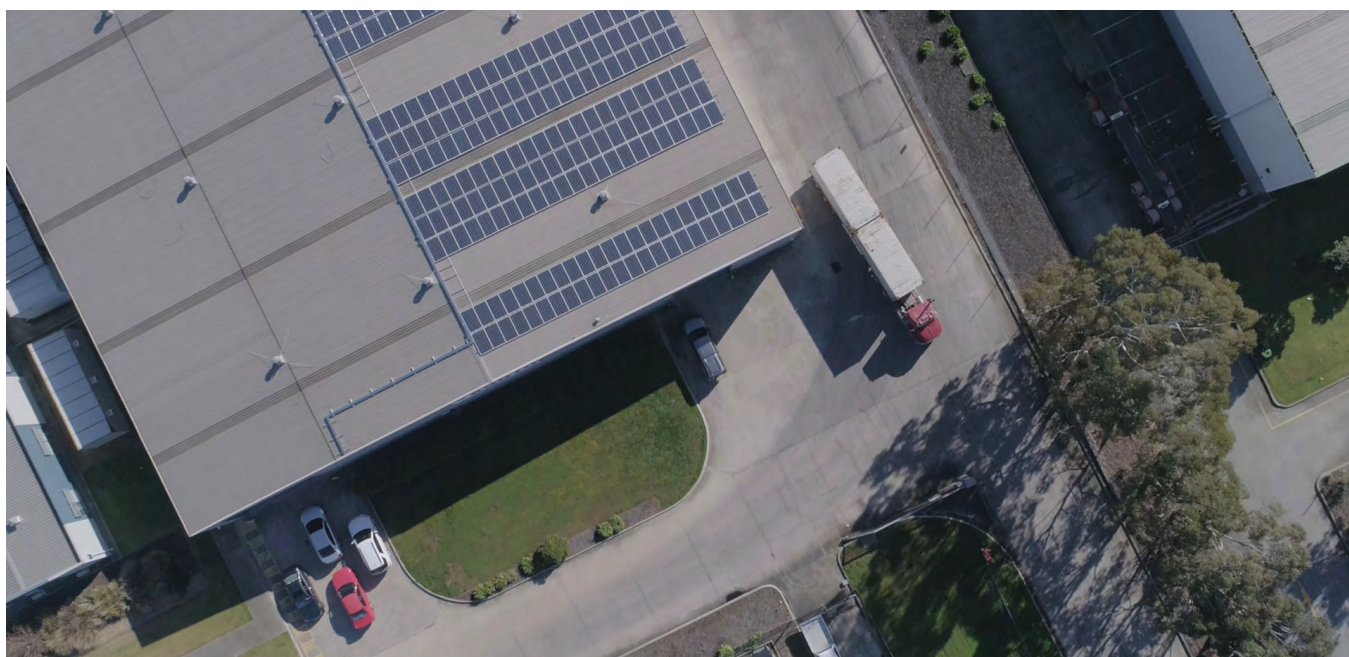
BBF helps maintain continuity of service for councils



BBF provides standardised service for lenders, owners and councils



BBF helps minimise administrative costs for council



"We partnered with Better Building Finance because they know how Building Upgrade Finance works and had the track record to support councils."

- Coordinator, Sustainability, City of Port Phillip



Project case studies



M20, 20 MACQUARIE STREET – CITY OF PARRAMATTA COUNCIL

Project Overview

M20 is a Brutalist-style commercial office building in Parramatta. When Praxis Capital took over the building, they undertook extensive refurbishments to improve outgoings and rental yield.

Upgrade Details:

- Upgrade of air conditioning system
- Installation of a Building Management System
- Installation of LED lights and sensors

Results

A complete building retrofit delivered a better performing asset, with zero vacancy and increased yields. The HVAC upgrade alone reduced the electricity bill by 48%, achieving savings of approximately \$5,000 per month.

READERS DIGEST BUILDING – CITY OF SYDNEY COUNCIL

Project Overview:

The Readers Digest Building is an architecturally significant building located in Surry Hills. Argus Property Partners wanted to improve operational efficiency to attract and retain tenants.

Upgrade Details:

- Replacing lighting with LEDs
- Upgrading air conditioning
- Installation of a new Building Management System

Results

The total finance amount was \$1.2 million. The upgrades are now reducing operating costs by between 60% and 70%.





Project case studies



GLENFERN DENTAL – CITY OF KNOX

Project Overview

Glenfern Dental was established 25 years ago and used a BUA loan to install a solar panel system at its new clinic in Ferntree Gully.

Upgrade Details:

12.6 kW Solar Panel System

Total Cost of System:

\$20,000

Finance of \$14,000 through a BUA loan.

The energy savings work out at \$6,139 per year against loan repayments of \$3,515 per year.

HUSSEY & CO – MORNINGTON PENINSULA SHIRE

Project Overview:

Hussey & Co. is a salad mix and baby leaf manufacturer and exporter; their Mornington Peninsula farm is an energy-intensive operation, requiring electricity to grow, harvest, wash, pack and store produce.

Upgrade Details:

After signing a ten-year loan of \$165,000 to install 100kW solar, the electricity produced quickly offset the loan repayments, meaning they were cashflow positive.

Hussey & Co have now signed a larger \$1.2m BUA and installed 500kW more solar – with total expected savings now \$156,000 per year.



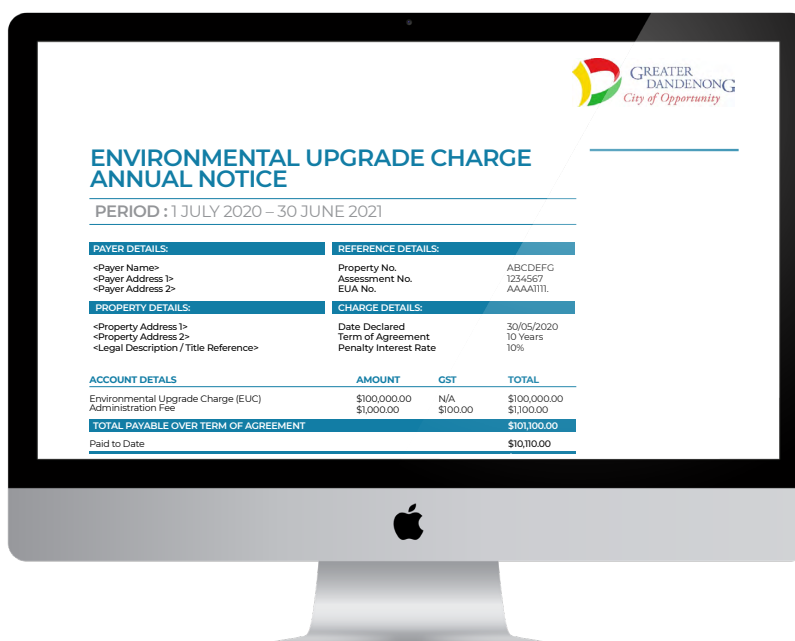


What is the billing and payments platform?

The Billing Platform, built by Better Building Finance and its Council Partners, can work with any Rates and Finance system used by councils throughout Australia.

It streamlines the collection of BUA payments, increases the security of each BUA loan and reduces the resource demands for councils by:

- Issuing Annual Notice for each signed BUA
- Collecting BUA repayments on behalf of Council Partners
- Forwarding BUA repayments to Lender
- Providing payment summary to Council Partners and
- Providing annual reporting for Council Partners and Lenders



"The Billing Platform has streamlined how council processes each Building Upgrade Agreement, while providing us with the confidence that we're meeting our obligations."

- Coordinator, Finance Operations, Wyndham City



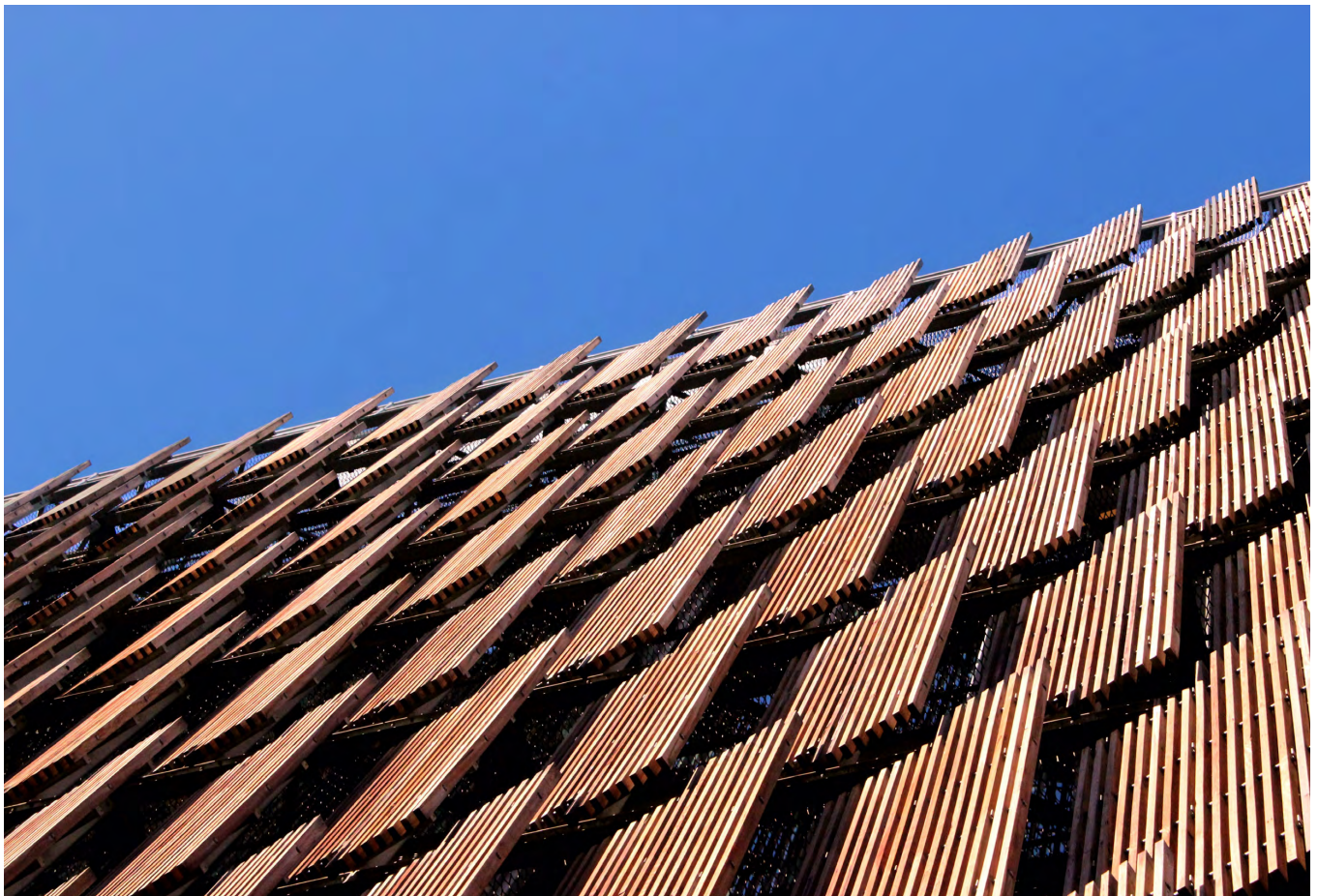
Are there any costs for councils?

Free service

Better Building Finance provides its services for FREE to its Council Partners. It generates its revenue by charging a small administration fee to the property owner that is collected on a quarterly basis as part of each BUA repayment.

Revenue stream

Council Partners who adopt the Billing Platform benefit from the establishment of a Revenue Stream that supports their BUA program. Councils will be paid a Signing Fee for each BUA established and an Annual Fee for the collection of BUA repayments.



"The Billing Platform and Council Fee structure will enable us to start offering residential BUAs to the local community, supported by an BUA Revenue Stream for council."

- Coordinator, Climate Change, Mornington Peninsula Shire



CONTACT US

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www.betterbuildingfinance.com.au

WE'RE HERE TO HELP

To enable Building Upgrade Finance for your council, contact the Better Building Finance team and find out how we make it easy and effective.

FREQUENTLY ASKED QUESTIONS



You can use the links below to go straight to questions in the document:

1. [What is Building Upgrade Finance?](#)
2. [How does Building Upgrade Finance work?](#)
3. [What can Building Upgrade Finance be used for?](#)
4. [How is Building Upgrade Finance different to other finance options?](#)
5. [Is Building Upgrade Finance suitable for projects of any size?](#)
6. [Have many projects already used the Building Upgrade Finance model?](#)
7. [Is Building Upgrade Finance only for commercial buildings?](#)
8. [If I arrange Building Upgrade Finance to install solar panels across the roof of my warehouse, how are the repayments made?](#)
9. [What's different about this Building Upgrade Finance offering for NSW - doesn't something similar already exist?](#)
10. [What do businesses get out of Building Upgrade Finance?](#)
11. [What do councils get out of Building Upgrade Finance?](#)
12. [What does the Better Building Finance organisation get out of this model?](#)
13. [Where does the money come from?](#)
14. [Are the fees fixed for building upgrades applying for finance?](#)
15. [Does a council need to go through a tender process to choose finance options like Better Building Finance \(BBF\)?](#)
16. [What is the billing and payments platform?](#)
17. [This looks great – how can I apply?](#)

If you have questions that aren't covered here, you can get in touch with us at info@betterbuildingfinance.com.au

FREQUENTLY ASKED QUESTIONS



1. What is Building Upgrade Finance?

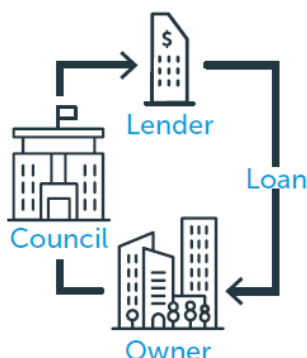
It's a secure way of paying for sustainability improvements to your building.

2. How does Building Upgrade Finance work?

Building Upgrade Finance (sometimes called Environmental Upgrade Finance) is a simple loan used to pay for works that improve the energy, water or environmental efficiency and overall sustainability of the building. The loan is then repaid alongside the council rates over an agreed time period.

Once a building owner has completed an application form and provided the correct documentation, an agreement is drawn up between the lender (providing the finance), the building owner (carrying out the sustainability upgrades) and the council (who raise a charge on the land, under the Local Government Act, and then send out quarterly repayment notices alongside the council rates notices until the amount is repaid). The council passes those repayments back to the lender, noting repayments made against the total amount.

Better Building Finance now has an online Billing Platform that can process all repayment notices, repayments, track accounts and track sustainability benefits for the lifetime of the loan, all at no charge to the council and with proper third-party accredited governance.



3. What can Building Upgrade Finance be used for?

The finance can be used for a wide range of projects including installing renewable energy systems, initiatives to improve energy and water efficiency, or projects that minimise waste – there just needs to be a measurable improvement in sustainability over time.

Examples of projects that have been funded include:

- Solar systems, solar PV (photovoltaic) panels and battery solutions
- Energy efficiency upgrades
- Heating, ventilation and air conditioning (HVAC) systems
- Lighting technology and control upgrades
- Green and cool roof installations
- Water efficiency and treatment systems
- Waste management
- Electric vehicle charging stations
- Heritage upgrades (South Australia only)

4. How is Building Upgrade Finance different to other finance options?

There are a number of key differences:

- No other finance options provide loans for up to 20 years at fixed interest rates
- The loan can be passed on to the new owner if the building is sold before the loan is fully repaid
- The benefits and the repayments can be shared with tenants, unlike other capital works restrictions
- Works must have a measurable environmental benefit

FREQUENTLY ASKED QUESTIONS



5. Is Building Upgrade Finance suitable for projects of any size?

Yes, there are examples of projects with funding from \$15,000 to over \$24 million.

6. Have many projects already used the Building Upgrade Finance model?

Yes, over 115 projects across Australia have used this form of finance to access over \$40 million in funding to date, with more businesses accessing the finance each month. This same finance mechanism in the USA has seen over USD\$8.5 billion allocated to over 285,000 projects over the past decade.

7. Is Building Upgrade Finance only for commercial buildings?

Under current legislation Building Upgrade Finance is available for most buildings used for non-residential purposes such as commercial offices, retail, industrial, manufacturing, agriculture and hospitality premises. With changes to the legislation, Building Upgrade Finance could become available for residential and strata projects.

8. If I arrange Building Upgrade Finance to install solar panels across the roof of my warehouse, how are the repayments made?

An agreement will be drawn up between you, the local council, and the lender. Once the loan has been used to pay for the solar installation, the council will take repayments over the term of the agreement alongside the usual rates paid each quarter. You'll benefit from the reduced power bills, increased asset value and sustainability outcomes, as well as the long-term fixed-interest loan.

9. What's different about this Building Upgrade Finance offering for NSW - doesn't something similar already exist?

Although the finance mechanism has been seen before in NSW, the administration offered by Better Building Finance (BBF) is different and has learnt from previous versions. BBF now sets up and manages the program for each council and removes almost all of the administration burden from councils, making it easier for building owners and lenders to apply Building Upgrade Finance through streamlined, transparent and well-governed processes.

10. What do businesses get out of Building Upgrade Finance?

Quite simply, it's a way of accessing affordable finance to make sustainability upgrades, improve efficiency and reduce bills, with long term repayment options that meet businesses' cashflow requirements through fixed interest rates. And the benefits and the repayments can be shared with tenants, unlike other capital works restrictions.

Whilst interest rates may be different to banks or other lenders variable rates, the long-term nature of the loans allow lenders to offer extended, more consistent terms that others can't, that fit with longer term budgeting, reducing the size of quarterly payments.

FREQUENTLY ASKED QUESTIONS



Benefits of Building Upgrade Finance include:

- 100% project finance for private (rateable) building owners' environmental upgrades
- Long-term loan repayment terms (4-20 years) can enable cash-flow positive projects
- The loan is tied to the building, not the owner, and can be passed from vendor to purchaser when the property is sold
- Tenants (building occupiers) can also benefit from BUF with significantly reduced utility costs or building performance, with the option to pass repayments through to tenants where their benefits can be quantified and measured.
- Prevent 'cashflow leakage' from the community, as with this finance model any money that is not paid to utility companies is invested back into local businesses
- Collaborate with organisations such as Better Building Finance that are supported by ARENA and state governments to encourage uptake of sustainability initiatives across Victoria, New South Wales and South Australia.

11. What do councils get out of Building Upgrade Finance?

There are multiple opportunities for councils to:

- Enable rate-payers to upgrade their buildings and improve their assets
- Help businesses become more profitable over time, securing local jobs
- Minimise the environmental footprint of local buildings and the community
- Achieve environmental and community targets around building emissions, water and waste
- Create added value for local rate-payers at ultra-low cost to businesses
- Support secure private sector investment in their area that does not require funding from the council itself
- Help local business and building owners with upgrades without councils taking on any risk or liability for the loan, and without councils paying for the Building Upgrade Finance mechanism or incurring any financial costs associated with it

12. What does the Better Building Finance organisation get out of this model?

Working with the City of Melbourne and then across Victoria, Better Building Finance (BBF) was the first organisation to develop this form of finance in Australia. Now BBF is aiming to grow the Building Upgrade Finance market across Australia to:

- Encourage more sustainable building upgrades
- Create a larger market for current lenders to invest in
- Attract more lenders to the program and encourage more councils to include Building Upgrade Finance in the suite of options to help their climate adaption strategy.

To promote the uptake of the model and make sure there's no conflicts of interest, BBF only gets paid when it facilitates a project funded through Building Upgrade Finance, and that's just the small administration fee.

FREQUENTLY ASKED QUESTIONS



13. Where does the money come from?

The Building Upgrade Finance funds come from the private sector, where financial institutions such as Credit Suisse can finance these projects. The Better Building Finance organisation works closely with the Sustainable Australia Fund to provide the funding for projects. As an open market solution supported by ARENA to help expand the market, we encourage other lenders to participate.

14. Are the fees fixed for building upgrades applying for finance?

No, building owners pay a small quarterly administration fee that's based on the size of the loan – so smaller upgrades pay smaller administration fees – as well as an application and processing fee at the beginning of the agreement. Projects under \$50,000 in value do not pay any processing fee at all.

15. Does a council need to go through a tender process to choose finance options like Better Building Finance (BBF)?

No, BBF is currently the only organisation in Australia providing third party administration services for Building Upgrade Finance and, as it does not charge a fee to council for their services, no tender process is necessary.

16. What is the billing and payments platform?

The Billing Platform, built by Better Building Finance and its Council Partners, can work with any Rates and Finance system used by councils throughout Australia.

It streamlines the collection of BUF payments, increases the security of each BUF loan and reduces the resource demands for councils by:

- Issuing Annual Notice for each signed agreement
- Collecting BUF repayments on behalf of Council Partners
- Forwarding BUF repayments to Lender
- Providing payment summary to Council Partners, and
- † Providing annual reporting for Council Partners and Lenders.

17. This looks great – how can I apply?

Councils can visit <https://betterbuildingfinance.com.au/> to start the conversation, and building owners can find out more and apply for finance through Sustainable Australia Fund:

<https://sustainableaustraliafund.com.au/apply/>

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9.3.2 DEVELOPMENT SERVICING PLANS

Record No: I22/412

OFFICER'S RECOMMENDATION

That Council

- A. Remove all reductions on development servicing plan charges.
- B. Provide those with approvals provided while the reduced fees were in place three months to take advantage of the discount to release land onto the market.

ISSUES

On 4 November 2016, Council's administrator resolved to reduce rates charged to development in Councils Development Servicing Plans (DSPs). The DSP rates were discounted to promote further investment and development in the Snowy Monaro Region and were intended as a temporary measure.

DSPs ensure timely water and sewer infrastructure delivery to address growing demands through developer charges. Developer charges are an integral part of the fair pricing of water supply and sewerage services. They are up-front charges levied on developers to recover part of the infrastructure costs incurred in servicing new developments or changes to existing development.

The discounts have resulted in a loss of income to Council of approximately \$800,000 between 2017 and 2021. The result is a shortfall in funds for the appropriate, staged water and wastewater infrastructure upgrades in the future. While this may be bridged via grant funds, this is not considered a financially sustainable approach and is not in accordance with the guidelines for development servicing plans.

If all approved developments paid their required development servicing charges, the discount would result in an infrastructure shortfall of approximately \$3,300,000. A shortfall of this amount will need to be recovered through higher charges in the future or a reduction in service.

The discounts applied to Council DSP areas are as per administrator's resolution 67/16:

COMMITTEE RECOMMENDATION

67/16

That Council set the Water and Wastewater Developer Servicing Plan contribution rates to the following reductions of the current fee:

1. Bombala – Water 0% , Wastewater 0% (remains as is)
2. Delegate – Water 0% , Wastewater 0% (remains as is)
3. Cooma – Water 30% , Wastewater 50%
4. Jindabyne - Water 0% , Wastewater 0% (remains as is)
5. East Jindabyne - Water 0% (remains as is) , Wastewater 30%
6. Tyrolean Village - Water 10% , Wastewater 10%
7. Berridale - Water 30% , Wastewater 30%
8. Kalkite - Water 30% , Wastewater 30%
9. Willow Bay - Water 0% , Wastewater 0% (remains as is)
10. Adaminaby - Water 50% , Wastewater 0% (remains as is)

Effective 7 November 2016 until the date of adoption of the new SMRC Developer Servicing Plan for Water and Wastewater, with the following exceptions:

- A. This reduction is not applicable for development areas that are currently bound by a Deed of Agreement, or other legal agreement, that relates to the payment of Section 64 contribution fees.

Approved by Administrator Lynch

The original rationale for discounts was to act as an incentive to generate more growth and development. Since November 2016, there has been an increase in development occurring in the locations which received a discount, particularly East Jindabyne, Berridale and Cooma. It is hard to ascertain whether this discount has directly resulted in greater development, or that the development occurring is simply due to other market factors.

The discount was to encourage land being brought into the market. There are developments that have been approved, but the developer has not progressed to payment of the fees required to release the lots into the market. It is considered reasonable to provide those people an opportunity to bring the land to market as intended under the original proposal. It is not recommended that those developers effectively be able to 'land bank' their development as the purpose of the discount was to have land released, not reduce the costs to developers in the long term.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Medium	Low	Yes
Economic Activity SJ	Medium	Medium	Yes
Environmental Security	Medium	Medium	Yes
External Political Environment	Medium	Low	Yes
Financial Sustainability	High	Low	Yes
Health and Safety	Medium	Low	Yes
Legislative Governance and Compliance	High	Low	Yes
Reputation and Image	Medium	Medium	Yes
Service Delivery	Medium	Low	Yes

Council is at risk of not being able to provide required water and wastewater infrastructure to cope with future development, due to the reduction in development servicing charges resulting in a shortfall of income to deliver planned infrastructure works.

It is not apparent that these reduction amounts were enacted in accordance with the NSW Government Guidelines. It has not been identify how these funds would be recouped, exposing Council to a financial risk.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	\$160,000	Between 2017 and 2021 the reduced charges have resulted in a shortfall of approximately \$800,000 or approximately \$160,000 per annum on average.
Estimated Annualised Net Cost	\$0	The report recommends returning to the charges outlined in the respective development servicing plans (DSPs) adopted by Council

The reduced development servicing charges have resulted in a loss of approximately \$800,000. If all approved developments approved that have not yet paid their contributions were to pay the required s64 development servicing charges at the reduced rate income of approximately \$3,300,000 would need to be raised from annual and user charges from the users of the services.

RESPONSIBLE OFFICER: Team Leader Strategic Planning

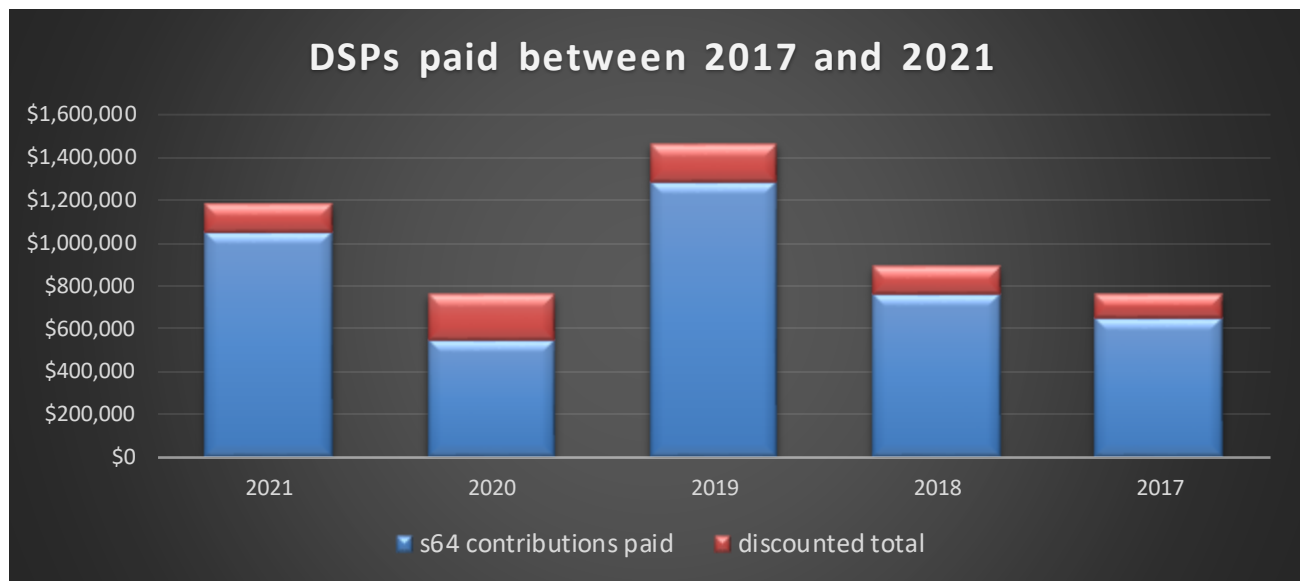
OPTIONS CONSIDERED

Consideration was given to keeping the reduction in place until such a time as a new development servicing plan was adopted. However, it is considered that the loss in income from development charges and the uncertainty in timeframes for a new DSP provided a significant risk to Council and essential infrastructure delivery over the longer term.

IMPLEMENTATION PLANS

If Council agree to the officer's recommendation, the original development servicing charges will be implemented effective immediately for unapproved developments. Developers with approved developments will be given three months to take advantage of the discounts on already approved developments. Council will write directly to the impacted persons or organisations to advise of the change in policy.

BACKGROUND



ATTACHMENTS

Nil

9.3.3 HIGHLANDS CIRCUIT ROAD NAME APPROVAL FOR GAZETAL

Record No: I22/415

OFFICER'S RECOMMENDATION

That Council approve the proposed road name 'Highlands Circuit' to go to the Geographical Names Board for gazettal.

ISSUES

Subdivision requires road name approval

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity SJ	Low	Low	Yes
Environmental Security	Low	Low	Yes
External Political Environment	Low	Low	Yes
Financial Sustainability	Low	Low	Yes
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes
Service Delivery	Low	Low	Yes

There is considered low risk of the name option.

FINANCIAL IMPACTS

Costs are part of the ongoing service provided by Council and this work can be undertaken within the existing budgets.

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

Snowy Monaro Regional Council previously endorsed the name 'Highlands Way' in the 17 March 2022 ordinary meeting for pre-approval by the Geographical Names Board and for public notification for 28 days. The alternative road type 'Circuit' was considered at this stage and identified as being more appropriate to the road location and extents with respect to the 2021 NSW Address Guidelines and User Manual. As such 'Circuit' in place of 'Way' was taken for Geographical Names Board pre-approval and public notification. The purposed of road naming at Council is focussed on approving the road name, as road types used in each circumstance are defined in the 2021 NSW Address Guidelines and User Manual. This adjustment to 'Circuit' is due

to the original 'Way' not matching the road type required by these guidelines in these case. Circuit is aligned with the guidelines.

IMPLEMENTATION PLANS

The action will be implemented by:

EXISTING POLICY/DECISIONS

Road naming is to adhere to the 2021 NSW Address Guidelines and User Manual.

BACKGROUND

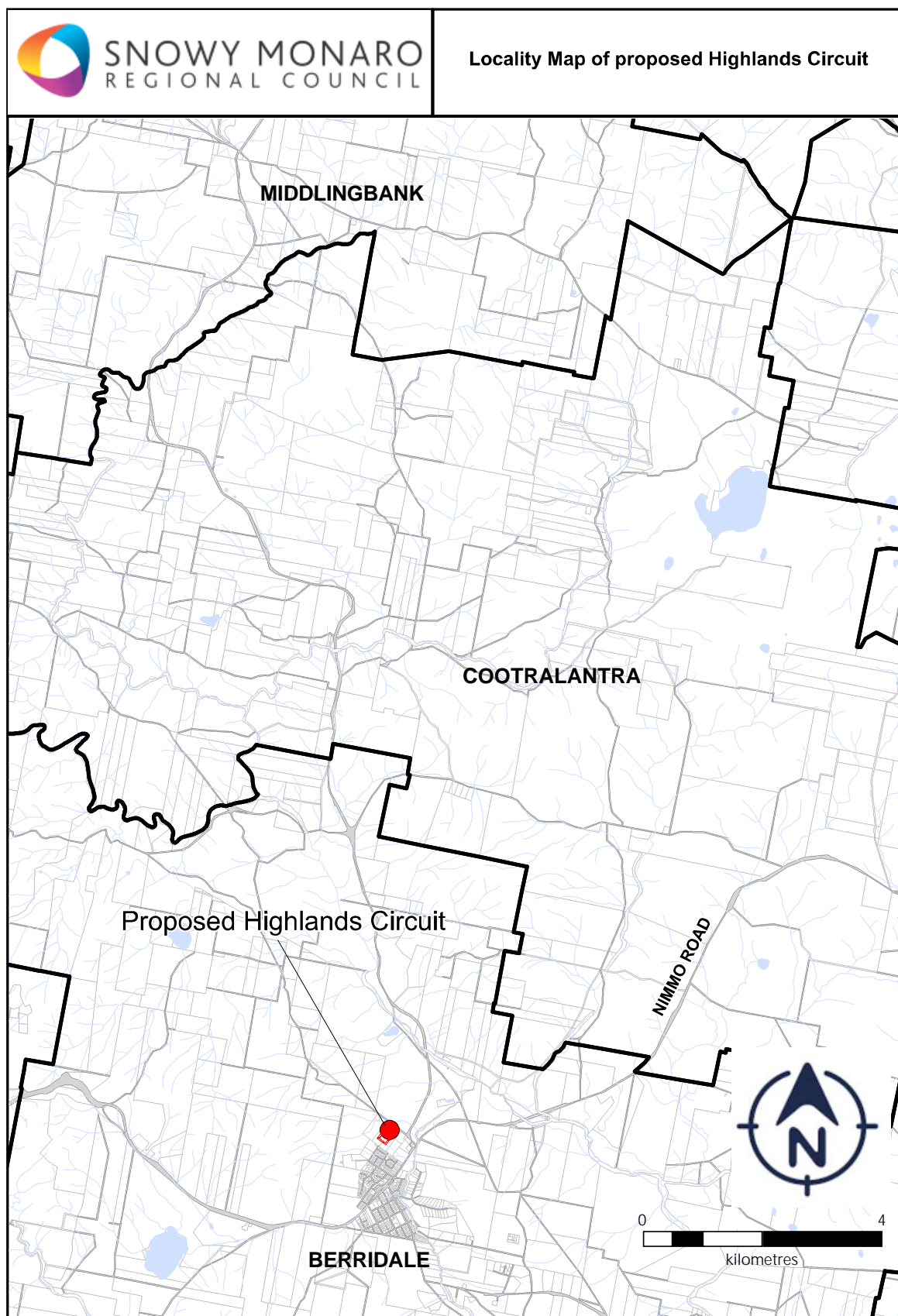
A new subdivision is in the process of being created in Berridale at 15-35 Kiah Lake Road (DA 10.2021.287.1). For the subdivision to receive a construction certificate the road will need to have a name gazetted by the Geographical Names Board.

The developers of the subdivision proposed the name 'Highlands Way' for this new public road. Highlands relates back to the geography of the area with extensive views of surrounding highlands from the subdivision towards the elevated countryside of Middlingbank. It also provides a link back to the Scottish heritage of early settlers in Berridale, particularly William Oliver who named Berridale after his home town, Berriedale, in Scotland located near to the Scottish Highlands.

The Geographical Names Board has pre-approval Highlands Circuit (see options considered section of this report for change to 'Circuit') and no public submissions in response to the public notification of the name Highlands Circuit were received.

ATTACHMENTS

1. Highlands Circuit Locality Map
2. Highlands Circuit with aerial





9.3.4 POST EXHIBITION REPORT - LOCAL APPROVALS POLICY FOR RECOVERY PODS AND TEMPORARY HOUSING ON PRIVATE PROPERTY

Record No: I22/369

OFFICER'S RECOMMENDATION

That Council

- A. Adopt the Local Approvals Policy
- B. Notify persons who made a submission of Council's decision
- C. Notify current recipients of Recovery Pods and Resilience NSW of the adoption of the Local Approvals Policy

ISSUES

At the Council meeting held on 19 May 2022, Council resolved to place the draft Local Approvals Policy – Recovery Pods and Temporary Housing on Private Land on public exhibition for 42 days. No submissions were received throughout the exhibition period.

Due to extenuating circumstances, current recipients of Recovery Pods from the 2019 bushfires have had delays to their rebuilds. The current two year leases on these Pods in the Snowy Monaro Local Government Area (LGA) will begin expiring on a rolling basis from September 2022. It has been identified that of the six current Recovery Pod recipients within the Snowy Monaro LGA, five recipients may require longer than the two year limit to finalise their rebuilds. Resilience NSW requested that Council adopts a Local Approvals Policy (LAP) that would allow these Pods to remain on properties beyond their two year lease to support the transition of recipients into permanent accommodation.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity SJ	Low	Low	Yes
Environmental Security	Low	Low	Yes
External Political Environment	Low	Low	Yes
Health and Safety	Medium	Medium	Yes
Legislative Governance and Compliance	High	Low	Yes
Reputation and Image	Medium	Low	Yes
Service Delivery	Low	Low	Yes

There are legislative and reputational risks should the LAP not be adopted within time. The current recipients of Recovery Pods and those living in temporary accommodation for the duration of their rebuild are currently at risk of losing the legality of their homes as their leases are expected to expire on a rolling basis from August/September. There is reputational risk to Council should no help be provided to these recipients. The only unmitigated risk is of health and safety due to the temporary and lesser regulated nature of these residences, however the risk should be minimal.

FINANCIAL IMPACTS

Potential decrease in financial impact due to eliminating potential compliance action.

RESPONSIBLE OFFICER: Team Leader Strategic Planning

OPTIONS CONSIDERED

The additional two year extension was decided on to provide the most practical support for the recipients. This was chosen over the other option of an additional 12 months as recommended by the Department of Planning and Environment to allow the most support to the recipients of the Recovery Pods.

Alternative options were considered, including a Council resolution not to take compliance action or an alternative policy approach. The Local Approvals Policy pathway was preferred as this provides the most clarity of process for Council and affected property owners.

IMPLEMENTATION PLANS

Prior to adoption, consent must be received from the Departmental Chief Executive of the Office of Local Government as required under s162 of the Local Government Act 1993.

The Local Approvals Policy must be placed on Council's website and notice of adoption should be provided to each recipient of the Recovery Pods and to Resilience NSW. Notification should be provided within a short span after adoption.

EXISTING POLICY/DECISIONS

In accordance with legislation, the LAP was publicly exhibited for 42 days and sought consent of the Departmental Chief Executive before adoption. The LAP was placed on public exhibition for a period of 42 days between Monday 23 May and Sunday 3 July 2022, following the decision of Council at the Meeting held Thursday 19 May.

BACKGROUND

In response to the 2019 bushfires up to 200 accommodation Recovery Pods were rolled out across the state by the NSW government. These Recovery Pods allowed individuals and families to reside on their own property in these temporary structures. This enabled the affected individuals and families to stay within their communities and lean on the support they provide. There are currently six of these Recovery Pods within the Snowy Monaro LGA. Changes to the Local Government Regulations were made to permit these temporary structures on private land for up to two years however, this time period will come to an end in September this year.

Extenuating circumstances such as COVID-19, and the shortage of construction materials and workers have impacted the ability of the recipients of the Recovery Pods, delaying their rebuild. State contacted Council, requesting that Council adopts a LAP that would allow the Recovery Pods

9.3.4 POST EXHIBITION REPORT - LOCAL APPROVALS POLICY FOR RECOVERY PODS AND TEMPORARY HOUSING ON PRIVATE PROPERTY

to remain on the current properties beyond the initial two years to support the transition of recipients into permanent accommodation.

A Local Approvals Policy controls activities under Section 68 of the Local Government Act. Section 68 identifies works that are exempt, specifies which works require approval through an activity application and outlines criteria for consideration in the approval or activity applications.

ATTACHMENTS

1. DRAFT Local Approvals Policy for adoption


SNOWY MONARO
REGIONAL COUNCIL

Policy

SMRC Local Approvals Policy

Responsible department	Strategy	Document Register ID	250.2022.22/61946.1
Policy owner	Team Leader Strategic Planning	Review date	Date [document date]
Date of Council Meeting	Date Approved [checklist 25002 10 DD LAST VALUE]	Resolution Number	Number [checklist 25002 11 DD LAST VALUE]
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 No 30 Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Movable Dwellings) Regulation 2021		
Aim	This Policy aims to extend the two year exemption period to allow persons displaced as a result of a natural disaster to stay in a moveable dwelling or associated dwelling on private land without approval. This enables recipients who have experienced delays to their rebuild to remain in accommodation on their property while rebuilds are finalised.		

1 Overview

The prior approval of Council is required for the carrying out of a number of activities under section 68 of the Local Government Act 1993 (the Act) including:

- a) Installation of a manufactured home, moveable dwelling or associated structure on land.

Other activities require approval, but are not covered by this Policy.

2 Introduction

This Policy is called The Snowy Monaro Regional Council Local Approvals Policy (the Policy) and is made under section 158 of the Act.

This Policy is automatically revoked at the expiration of 12 months after the declaration of the poll for that election (section 165 of the Act).

The purpose of this Policy is to supplement provision of the Act and the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 (the Regulation) by:

Part 1: Specifying the circumstances in which a person would be exempt from the necessity to obtain a particular approval of Council;

Part 2: Specifying the criteria which Council must take into consideration in determining whether to give or refuse an approval of a particular kind; and



Part 3: Specifying other matters relating to approvals.

The Policy seeks to:

- a) Specify the circumstances (if any) in which a person would be exempt from the necessity to obtain a particular approval from Council.
- b) Specify the criteria that Council staff will take into consideration in determining applications for approval under the Act; and
- c) Specify any other matters relating to the approvals process under the Act.

This draft policy has been prepared for public exhibition.

In the event of an inconsistency between this Policy and the Act or associated regulations, the Act or regulations shall prevail to the extent of the inconsistency.

This Policy applies to all land within the Snowy Monaro Local Government Area.

3 Exceptions

The following exemptions apply:

Activity	Exemptions
Place and maintain a moveable dwelling or associated dwelling on private land to accommodate a person who has been displaced as a result of a natural disaster for an additional period of 24 months beyond the current permissible two year period.	Exemptions as listed in Appendix 1 – Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings

4 Criteria to be Considered in Determining an Application

The following criteria will be taken into consideration in determining an application:

Activity	Criteria
Place and maintain a moveable dwelling or associated dwelling on private land to accommodate a person who has been displaced as a result of a natural disaster for an additional period of 24 months beyond the current permissible two year period.	Criteria as listed in Appendix 1 – Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings

5 Other Matters Relating to Approvals

5.1 Application of Other Activities

Applications for all other activities (as described in the Table of section 68 of the Act) not listed in this Policy are to be on the approved form available on Council's website and will be assessed in accordance with section 89 of the Act.



5.2 Lodgement of an Application

Applications must be made on the approved form and accompanied by the information required on the form. Any application which is unclear or illegible may be returned.

The relevant fees, charges and security deposits listed in Council's Schedule of Fees and Charges must be paid at the time of lodgement.

5.3 Variation to Criteria

In determining an application, Council staff may choose to vary any of the criteria referred to in this Policy on a case by case basis whilst having regard to the merit of the individual circumstances and the purpose of the Policy and legislation.

5.4 Determination

Once determined, a notice will be issued advising whether the application has been refused, approved or approved with conditions.

The period of approval will vary depending on the type of activity or work undertaken. If works have not commenced or the activity has not occurred during the nominated time, then the approval may lapse.

In such cases, and depending on the circumstances, an applicant can seek to lodge a new application or alternatively request to modify/extend an existing application.

5.5 Review of Determination

A determination can be reviewed under section 100 of the Act. A request to review must justify the reasons for review and be made in writing within 28 days of Council's determination. Fees as listed within Council's Schedule of Fees and Charges apply. The determination of a review is final.

5.6 Record of Approvals

A record of approvals is required to be kept under section 113 of the Act. The record of approvals is available without charge for public inspection at the office of Council during ordinary office hours.

5.7 Modification or Revoking of Approval

An approval may be revoked or modified in any of the following circumstances:

- a) If the approval was obtained by fraud, misrepresentation or concealment of facts;
- b) For any cause arising after the granting of the approval which, had it arisen before the approval was granted, would have caused Council not to have granted the approval (or not to have granted it in the same terms);
- c) For any failure to comply with a requirement made by or under the Act relating to the subject of the approval;
- d) For any failure to comply with a condition of the approval.



Appendix 1 – Movable Dwellings and Associated Dwellings

6 Purpose

To extend the two year exemption period to allow persons displaced as a result of a natural disaster to stay in a moveable dwelling on private land without approval in order to:

- a) Enable recipients who have experienced delays to their rebuild to remain in accommodation on their property while rebuilds are finalised.

7 Exempt Criteria

An exemption to seeking approval to extend the two year time limit under the Regulation to remain dwelling within a moveable dwelling or associated dwelling on private land applies under this Policy when:

- a) The installed relocatable home or associated structure on private land has been designed, constructed and installed in accordance with Division 4 of the *Environmental Planning and Assessment Act 1979*;
- b) The installed relocatable home or associated structure on private land is maintained in a safe and healthy condition.

The following conditions apply if the above criteria are met:

- a) A person displaced due to a natural disaster may dwell within the moveable dwelling or associated dwelling for a period of 24 months additional to the currently permissible two years.

Council may order the removal of the moveable dwelling or associated dwelling at any time if such a dwelling, or the activity associated with it, is considered to cause a nuisance or danger to the public or person it is accommodating.

If the exemption criteria provided by the Policy cannot be met, consent is required from Council.

8 Criteria to be Considered in Determining an Application

8.1 Applications

Applications must:

- a) Be submitted with the plans and specifications referred to in section 79 of the Regulation; and
- b) Comply with all of the design, construction and installation requirements of Division 4 Part 3 of the Regulation.

8.2 Matters Council will take into Consideration

Council will take the following criteria into consideration:

- a) Whether development consent for the installation of the moveable dwelling or associated structure has been granted under the *Environmental Planning and Assessment Act 1979*; and
- b) Whether the installation of the moveable dwelling or associated structure contravenes the *Environmental Planning and Assessment Act 1979* or an environmental planning instrument.



9 Other Matters Relating to Approvals

The following conditions may be imposed on any approval for a person displaced due to a natural disaster to remain in a moveable dwelling or associated dwelling on land for the extended period of time:

- a) Evidence must be given of progress towards the construction of the applicant's replacement dwelling within 12 months of the extension.

Other conditions may be imposed as deemed appropriate.

10 Related Documents

This procedure should be read in conjunction with the following documents:

Documentation

250.2018.493.1 Section 68 Application Form A – Ancillary Activities

Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.

9.3.5 SEWER EASEMENT REQUEST - COUNCIL OWNED LOT 18 DP 255651 IN NETTIN CIRCUIT AREA JINDABYNE - RELATED TO SUBDIVISION WORKS CERTIFICATE 25.2021.220.1

9.3.5 SEWER EASEMENT REQUEST - COUNCIL OWNED LOT 18 DP 255651 IN NETTIN CIRCUIT AREA JINDABYNE - RELATED TO SUBDIVISION WORKS CERTIFICATE 25.2021.220.1

Record No: I22/417

OFFICER'S RECOMMENDATION

That Council

- A. Approve and proceed with allowing an easement for sewer purposes to be created in the relevant area of Lot 18 DP 255651, pursuant to Section 88B of the Conveyancing Act 1919;
- B. Agree that all costs incurred in actioning the easement creation are the responsibility of the developer (the applicant; linked to SWC 25.2021.220.1) inclusive of survey, general legal, and any registration fee costs.

ISSUES

Council has received a request from the developer of a new subdivision in Nettin Circuit (the applicant) to create a new easement, for the purposes of sewer, across Council land - Lot 18 DP 255651. The applicant has a Subdivision Works Certificate (SWC) under review with Council's Planning and Development team. The easement is practically required to support the development of land adjacent to the specified Council land parcel.

The proposed sewer mains will be designed and constructed to Council's specifications (standards) as the sewer infrastructure subsequently installed in the easement corridor would become part of the public Council network upon subdivision completion. The subject works will connect to public sewer infrastructure that is already present on the same lot.

Lot 18 DP 255651 is categorised 'community land' for the purposes of the Local Government Act 1993, due to no declaration being located. It is Zoned RE1 – Public Recreation under the Snowy River Shire LEP 2013.

In the circumstances covered by this report, the Local Government Act 1993 provides the pathway for Council to deal with permitting easement (other estate) creation under Section 46:

"Leases, licences and other estates in respect of community land—generally

(1) A lease, licence or other estate in respect of community land—

(a) may be granted for the provision of public utilities and works associated with or ancillary to public utilities, or

(a1) may be granted for the purpose of providing pipes, conduits or other connections under the surface of the ground for the connection of premises adjoining the community land to a facility of the council or other public utility provider, or.."

An easement for the purpose of sewer (in the lot section identified in this report) is entirely consistent with the public interest in the use or development of the (benefited) land for its designated purpose; further, any impediment to public use and enjoyment of Lot 18 DP 255651 will be minimal.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity SJ	Medium	Low	Yes
Environmental Security	Low	Low	Yes
External Political Environment	Medium	Low	Yes
Financial Sustainability	Low	Low	Yes
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Medium	Low	Yes
Service Delivery	Medium	Low	Yes

Any environmental impacts will be dealt with at the time of the subdivision certificate stage.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	N/A	
Estimated Annualised Net Cost	N/A	
Capital Investment	N/A	
Capital Funding Source	N/A	

No costs will be borne by Council in relation to the easement creation.

RESPONSIBLE OFFICER: Coordinator Land and Property; with linkage to Coordinator Development.

OPTIONS CONSIDERED

Council's Coordinator Development and the Development Engineer have been consulted, and support the easement creation due practical placement for the sewerage infrastructure required, whilst also offering preservation of the road asset itself.

The proposed location of the easement, and sewer infrastructure (both current and proposed), is outlined in the diagrams provided in the 'Background' section below.

Note: It is technically possible to connect to the sewer elsewhere however doing so would require digging up Nettin Circuit, which is a sealed public road with kerb and gutter; impairment of this Council road asset should be avoided if possible.

9.3.5 SEWER EASEMENT REQUEST - COUNCIL OWNED LOT 18 DP 255651 IN NETTIN CIRCUIT AREA JINDABYNE - RELATED TO SUBDIVISION WORKS CERTIFICATE 25.2021.220.1

IMPLEMENTATION PLANS

The decision will be implemented by undertaking the necessary steps in accordance with legislation to complete the easement creation, and the related aspects specified in the recommendation. All costs to be borne by the developer (the applicant).

EXISTING POLICY/DECISIONS

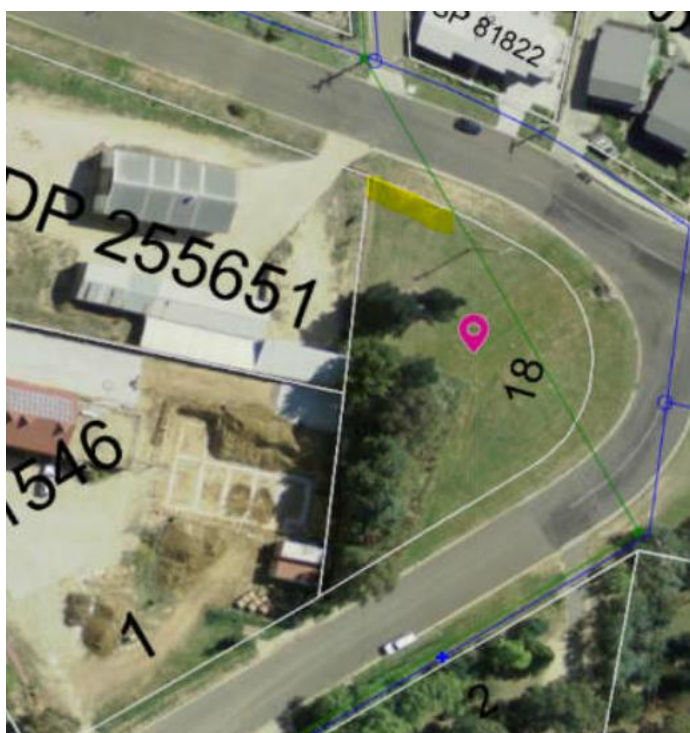
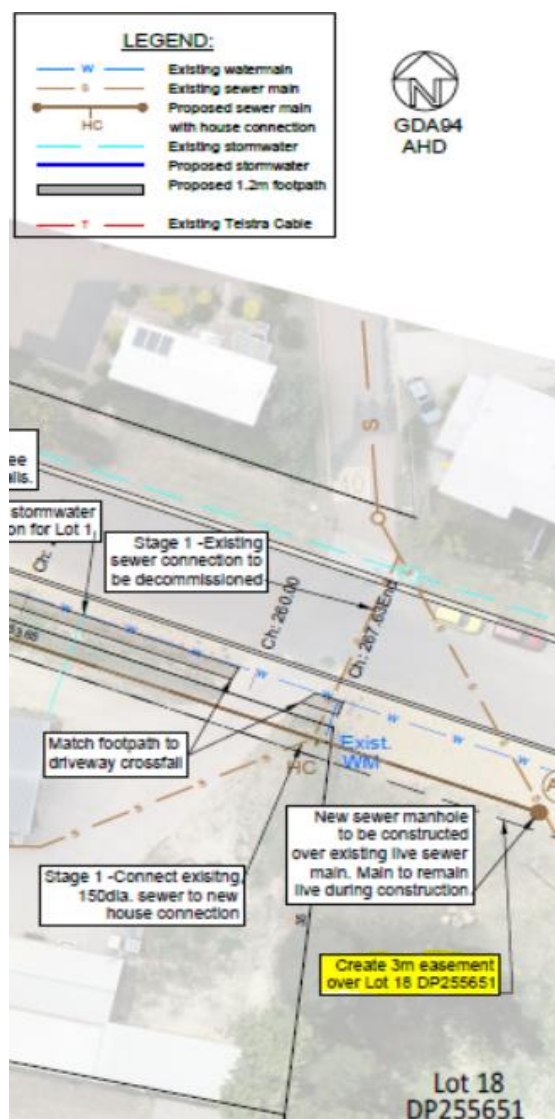
The proposal integrates with the assessment and pending approval tasks of the relevant Subdivision Works Certificate (SWC) to provide functional sewer infrastructure for a 6 lot subdivision of the former Doppelmayr site, located on Nettin Circuit in Jindabyne.

BACKGROUND

Image 1:

Below left - Diagram extract of construction drawing: Highlight yellow indicating the area of Lot 18 DP 255651 to be impacted by the proposed easement for sewer (3 metres wide).

Below right - Mapping extract: Existing Council sewer line referenced by the green line and the proposed new easement area referenced in highlight yellow.



9.3.5 SEWER EASEMENT REQUEST - COUNCIL OWNED LOT 18 DP 255651 IN NETTIN CIRCUIT AREA JINDABYNE - RELATED TO
SUBDIVISION WORKS CERTIFICATE 25.2021.220.1

ATTACHMENTS

Nil

9.3.6 SEWER EASEMENT REQUEST - COUNCIL OWNED LOT 2 DP 748500 IN LEESVILLE AREA JINDABYNE - RELATED TO
SUBDIVISION WORKS CERTIFICATE 11.2000.3000067.1

**9.3.6 SEWER EASEMENT REQUEST - COUNCIL OWNED LOT 2 DP 748500 IN LEESVILLE AREA
JINDABYNE - RELATED TO SUBDIVISION WORKS CERTIFICATE 11.2000.3000067.1**

Record No: I22/416

OFFICER'S RECOMMENDATION

That Council

- A. Approve and proceed with allowing an easement for sewer purposes to be created in the relevant area of Lot 2 DP 748500, pursuant to Section 88B of the Conveyancing Act 1919;
- B. Agree that all costs incurred in actioning the easement creation are the responsibility of the developer (the applicant; linked to SWC 11.2000.3000067.1) inclusive of survey, general legal, and any registration fees costs.

ISSUES

Council has received a request from the developer of a new subdivision in Bungarra Lane (the applicant) to create a new easement, for the purposes of sewer, across Council land - Lot 2 DP 748500. The applicant has a Subdivision Works Certificate (SWC) under review with Council's Planning and Development team. The easement is practically required to support the development of land in close proximity to the specified Council land parcel.

The proposed sewer mains will be designed and constructed to Council's specifications (standards) as the sewer infrastructure subsequently installed in the easement corridor would become part of the public Council network upon subdivision completion. The subject works will connect to public sewer infrastructure that is already present on the same lot.

Lot 2 DP 748500 is categorised 'operational land' for the purpose of the Local Government Act 1993. It is zoned IN1 – General Industrial under the Snowy River Shire LEP 2013.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity SJ	Medium	Low	Yes
Environmental Security	Low	Low	Yes
External Political Environment	Medium	Low	Yes
Financial Sustainability	Low	Low	Yes
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Medium	Low	Yes
Service Delivery	Medium	Low	Yes

Any environmental impacts will be dealt with at the time of the subdivision certificate stage.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	N/A	
Estimated Annualised Net Cost	N/A	
Capital Investment	N/A	
Capital Funding Source	N/A	

No costs will be borne by Council in relation to the easement creation.

RESPONSIBLE OFFICER: Coordinator Land and Property; with linkage to Coordinator Development.

OPTIONS CONSIDERED

Council's Coordinator Development and the Development Engineer have been consulted, and support the easement creation due to positional constraints preventing any viable alternative placement for the sewerage infrastructure required. Council's Development Engineer provides that *"...there is no other possibility to connect to Council's sewer as the other sewer main in Lee Avenue is too shallow and therefore that connection is not possible."*

The proposed location of the easement (and subsequent sewer infrastructure) is outlined on the draft plan attached to this report.

Note: There is existing sewer infrastructure, and an easement for same (established circa 1987), to the northern end point of the proposed easement; thus the new easement section would effectively be an extension to current arrangements already in place on the lot.

IMPLEMENTATION PLANS

The decision will be implemented by undertaking the necessary steps in accordance with legislation to complete the easement creation, and the related aspects specified in the recommendation. All costs to be borne by the developer (the applicant).

EXISTING POLICY/DECISIONS

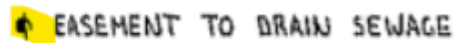
The proposal integrates with the assessment and pending approval tasks of the relevant Subdivision Works Certificate (SWC) to provide functional sewer infrastructure.

BACKGROUND

Image 1:

Extract of DP 748500 plan – with highlight yellow indicating current sewer easement on the lot, and green highlight indicating the proposed new easement (3 metres wide) to adjoin on the same traverse line.

9.3.6



1. Draft Survey Plan of Proposed Sewer Easement of Lot 2 DP 748500

PLAN FORM 1 (A3)

WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

SHEET 1 OF 1 SHEETS



<div>SURVEYOR</div> <div>Name: PETER W BURNS</div> <div>Date: 30.03.2022</div> <div>Reference: 1963</div>	<div>PLAN HEADING</div> <div>PLAN SHOWING PROPOSED EASEMENT OVER LOT 2 DP748500</div>	<div>L.G.A.: SNOWY MONARO REGIONAL</div> <div>Locality: LEESVILLE</div> <div>Reduction Ratio: 1:500</div> <div>Lengths are in metres</div>	<div>REGISTERED</div>	<div>DP</div>
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9.4.1 APPOINTMENT OF COMMUNITY MEMBERS ON THE BOCO ROCK COMMITTEE

Record No: I22/408

OFFICER'S RECOMMENDATION

That Council appoint the following community representatives to the Boco Rock Community Enhancement Committee:

- A. Bombala area , Alicia Carraro and Frances Lomas
- B. Cooma-Monaro area, Chris Haylock and Lorayne Roberson; and
- C. Note the minutes of the sub-committee meeting held 15 June 2022.

ISSUES

The Boco Rock Sub-Committee met on 15 June 2022 to discuss the applications for the community representatives on the Boco Rock Community Enhancement Committee. The community representative positions were advertised from 2 May to 27 May, this was extended to 14 June to attract applicants from the Bombala area.

Six applications were received for the Cooma-Monaro area; Vicki Pollard, Monica Davis, Lorayne Roberson, Isabel Harrington, Chris Haylock, Cathy Wassink, and two for the Bombala area; Frances Lomas and Alicia Carraro. These were provided to the sub-committee for consideration. The committee recommended the appointment of Alicia Carraro, Frances Lomas, Chris Haylock and Lorayne Roberson.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes

The appointment of committee members enables council to meet the conditions established in 2010 of the Boco Rock Wind Farm project.

FINANCIAL IMPACTS

The resources required to support the Boco Rock Sub-Committee and Community Enhancement Committee are contained within the adopted budget.

The contributions made by Boco Rock Wind Farm covers the full amount of donations for the enhancement fund.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

The sub-committee considered all applications received. The committee's decision is recorded in the attached minutes.

IMPLEMENTATION PLANS

The successful members will be notified following the council meeting, and provided with the meeting schedule and other related information for the Boco Rock Community Enhancement Committee.

EXISTING POLICY/DECISIONS

Project Approval, Boco Rock Wind Farm, approved by the Minister for Planning on 9 August 2010. At its first meeting in February 2022 council confirmed the appointment of the Mayor, CEO, Cllr Hopkins and Cllr Stewart as the council delegates on this committee.

BACKGROUND

The Boco Rock community enhancement fund is a condition of the project approval (s2.51 Community Contributions) for the Boco Rock Wind Farm. The funding conditions stipulate support to projects from the former Bombala and Cooma-Monaro LGAs.

A sub-committee was established for the purpose of selecting the community representatives for the Enhancement Committee. The committee comprises of the Mayor, one Cllr to represent Cooma, one Cllr to represent Bombala, the CEO and a representative from CWP Renewables.

Advertising, applications and approval occurs every two years for community representation.

ATTACHMENTS

1. Minutes of the Boco Rock Sub Committee Meeting held 15 June 2022
 2. Application - Frances Lomas
 3. Application - Alicia Carraro
 4. Application - Vicki Pollard
 5. Application - Monica Davis
 6. Application - Lorayne Roberson
 7. Application - Isabel Harrington
 8. Application - Cathy Wassink
 9. Application - Chris Haylock
-



Minutes

Draft

**Sub Committee Boco Rock Wind Farm Community
Enhancement Fund Meeting**

15 June 2022

**SUB COMMITTEE BOCO ROCK WIND FARM COMMUNITY ENHANCEMENT FUND
MEETING
HELD IN AUDIO VISUAL
ON WEDNESDAY 15 JUNE 2022**

MINUTES

1. OPENING OF THE MEETING..... 2

2. APOLOGIES..... 2

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST..... 2

3.1 Mayor Davis.....2

4. GENERAL BUSINESS 2

4.1 Community Membership Nominations 23FY2

5. MATTERS OF URGENCY..... 3

4. NEXT MEETING..... 3

MINUTES OF THE SUB COMMITTEE BOCO ROCK WIND FARM COMMUNITY ENHANCEMENT FUND MEETING
OF SNOWY MONARO REGIONAL COUNCIL
HELD ON WEDNESDAY 15 JUNE 2022 **Page 2**

**MINUTES OF THE SUB COMMITTEE BOCO ROCK WIND FARM COMMUNITY
ENHANCEMENT FUND MEETING
HELD IN AUDIO VISUAL**

**ON WEDNESDAY, 15 JUNE 2022
COMMENCING AT 1.00PM**

PRESENT: Mayor Narelle Davis
Councillor Tricia Hopkins
Councillor Bob Stewart
Peter Bascomb, Chief Executive Officer
Erin Donnelly, Governance Officer
Luke O’Sullivan, Acting Coordinator Governance (observer)

1. OPENING OF THE MEETING

The Chair opened the meeting at 1.10PM

2. APOLOGIES

An apology for the meeting was received from David Laing.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

3.1 MAYOR DAVIS

The Mayor declared an interest in Item 4.1 as she has a conflict of interest in this item due to “My daughter is one of the applicants”. The Mayor left the meeting at 1.17pm and returned at 1.26pm The Mayor did not take part in discussion or voting on this item.

4. GENERAL BUSINESS

4.1 COMMUNITY MEMBERSHIP NOMINATIONS

Record No: I22/376

COMMITTEE RECOMMENDATION

BOC3/22

That the committee nominate Frances Lomas and Alicia Carraro from the former Bombala LGA as community representatives.

Moved Councillor Stewart

Seconded CEO Bascomb

CARRIED

MINUTES OF THE SUB COMMITTEE BOCO ROCK WIND FARM COMMUNITY ENHANCEMENT FUND MEETING
OF SNOWY MONARO REGIONAL COUNCIL
HELD ON WEDNESDAY 15 JUNE 2022

Page 3

COMMITTEE RECOMMENDATION		BOC4/22
That the committee nominate Chris Haylock and Lorayne Roberson from the forma Cooma-Monaro LGA as community representatives.		
Moved Councillor Stewart	Seconded Councillor Hopkins	CARRIED

Note: The term of the community members is two years. This membership will cease in 2024.

5. MATTERS OF URGENCY

4. NEXT MEETING

2024

There being no further business the Chair declared the meeting closed at 1.28pm.

CHAIRPERSON

The above minutes of the Sub Committee Boco Rock Wind Farm Community Enhancement Fund Meeting of Snowy Monaro Regional Council held on 15 June 2022 were confirmed by Committee at a duly convened meeting at which meeting the signature hereon was subscribed.

13 June 2022

Snowy Monaro Regional Council
PO Box 714
Cooma NSW 2630

Via email: council@snowymonaro.nsw.gov.au

**Community Representative former Bombala Council – Boco Rock Community
Enhancement Fund Committee**

Please accept my nomination for a community representative from the former Bombala Council area on the Boco Rock Community Enhancement Fund Committee.

Having returned to my hometown of Bombala 3 years ago, I have been an active member in the community, particularly on the Bombala & District Chamber of Commerce, where I currently hold the position of President and formerly the role of Secretary. This association has encouraged strong and productive relationships with many individuals and businesses within the region.

I was the successful tenderer for the position of Policy and Procedure Project Officer for the Bombala Youth Booth, a position which again provided an avenue to engage with another community group within the former Bombala Council.

I believe my community experience coupled with my formal business qualifications would be of significant benefit to the SMRC Boco Rock Community Enhancement Fund Committee.

I note that both Monaro Farming Systems and the Bombala & District Chamber of Commerce have been former recipients of the grant funding. If my nomination was successful, I would note my conflict of interest in any potential future dealings with Monaro Farming System, as my current employer, and as a member of the Bombala & District Chamber of Commerce.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Frances Lomas

[REDACTED]
[REDACTED]
[REDACTED]

Erin Donnelly

From: Alicia Carraro <[REDACTED]>
Sent: Wednesday, 15 June 2022 12:29 PM
To: Records Snowy Monaro Regional Council; Erin Donnelly
Subject: Expression of Interest Boco Rock Committee

Dear Committee,

I'd like to submit my expression of interest to join the Boco Rock Community Enhancement Committee.

Since moving to the area in 2017, I have come to love and enjoy the strong community spirit entailed in the Bombala Shire Community.

Although I have not previously had the opportunity to join a committee in the area, I feel this is a great place to start.

This committee sparked my interest when I used to work in Council (2020) and assisted with the administrative side of the Boco Rock Community Enhancement Fund Committee. I believe this is a great opportunity for community groups within the (former) Bombala Shire to obtain funding for projects within the region.

Since 2018, I have often dedicate volunteer hours to the Delegate Coubtey Club to assist with running their functions and events and covering volunteer bar shifts on a Sunday. Last year I was actively involved with volunteering for the Cooma Rotary Club at their Saturday markets and fundraising BBQs.

I hope that this expression of interest will be considered by the committee.

Regards,
Alicia Carraro

[REDACTED]

[REDACTED]

Snowy Monaro Council
PO Box 714
Cooma NSW 2631

Vickie Pollard

11th May 2022

Expression of Interest Boco Rock Community Enhancement Fund Committee

Dear Governance,

I am writing to nominate for the position of community representative on the **Boco Rock Wind Farm Community Enhancement Fund Committee**.

I was born in Cooma and I have resided in Nimmitabel for the last 40 years. I have over 45 years of experience as a community volunteer. I have been an active member on numerous community groups and committees and have gained experience and skills to coordinate the relationship between the local businesses, government agencies, schools and community groups. I have a sound understanding of local / regional issues.

I am in my 8th year serving as President of the Nimmitabel Advancement Group (NAG), a current member of the Nimmitabel Show Society and Chairperson of the Nimmitabel Cemeteries Volunteer 355 Committee for the last 9 years. In the past I have been Vice President of the Nimmitabel Public School P&C, a volunteer Cub Scout Leader for 20 years in Cooma and Nimmitabel; I was an active member of the Bombala & District Football/Netball Association for a period of 10 years and was President of the Cooma Basketball Association for 5 Years. I have initiated and worked on several community projects and events and also liaise with local council to achieve improvements to Nimmitabel, its services and infrastructure.

I enjoy meeting with new people and I possess excellent written and oral communication skills. I can convey information in a concise and efficient manner, so I do well participating in meetings, presentations and speaking to public groups. I enjoy working as part of a team to reach a common goal and I have the ability to provide feedback to the local community groups and stakeholder groups.

I was community representative on the 2018-2019 Boco Rock Wind Farm Community Enhancement Fund Committee and am familiar with the process and skills needed to be an effective member of this committee.

Yours Sincerely,
Vickie Pollard



Monica Davis

Re: Expression of Interest Boco Rock Community Enhancement Fund Committee

To Whom it may concern,

The Boco Rock Community Enhancement Fund has enabled the Snowy Monaro region to capitalise on the strength of our community, providing valuable resources to enable community groups and volunteers to deliver meaningful projects. Through supporting a range of projects across education, health, sport, agriculture, infrastructure and tourism, the Fund has delivered diversity and increased the cultural depth of the community.

I am writing to express my interest in being a member of the Boco Rock Community Enhancement Fund Committee 2022. As the CEO of the Country Universities Centre, I have worked closely with communities across NSW, QLD and Vic to develop and implement valuable community projects to overcome the barriers to regional higher education. In this role I have helped to have secured more than \$26 million in government grants, as well as substantial corporate sponsorship, philanthropic support and partnership agreements with universities. In each circumstance we have worked closely with our partners to ensure that our values are aligned, and all grant funding is maximised in impact and efficiency. In my role with the CUC I have gained significant experience in evaluation and auditing of projects supported by grant funding, including working with sponsors to develop clear outcomes that are measurable, timely, achievable and relevant. Being able to secure the confidence of government and corporate sponsors includes not just well written grant applications, but demonstrated ability to deliver on the project, and to document the impact.

Born and bred in Cooma, I am the seventh generation of my family to live on the Monaro, with close family ties to Cooma and Nimmitabel. I am proud of this region and would look forward to an opportunity to give back in a meaningful way. I have contributed to local community organisations, including volunteering with the Raglan Gallery for over four years, and volunteering as a board member of CUC Snowy Monaro.

My qualifications include a Bachelor of Science with First Class Honours from the University of Newcastle, and a Masters of Geostatistics from the University of Adelaide. I am currently studying the Diploma of Governance from the Institute of Community Directors, and have previously completed Cert IV in Training and Assessing. Prior to my role with the CUC I was a Principal Geologist, running the geological consultancy MD Geology and working with large and small mining companies including BHP. I was the first female Chairperson of the Coalfield Geology Council of NSW, and have many years of insight into the positive impact that local energy companies could have on local communities in the Hunter Valley.

As a member of the committee, I will bring experience in grant writing; experience with formal and informal summative and formative evaluations of projects and programs; strong

community values; and strong ties to local community, organisations, business and local government.

I would look forward to the opportunity of working with the committee and enabling our community to continue to build upon its strengths.

Your Sincerely

A rectangular grey box redacting the signature, with a small, faint, multi-colored mark to its right.

Monica Davis

Erin Donnelly

From: Lorayne Roberson <[REDACTED]>
Sent: Tuesday, 24 May 2022 3:56 PM
To: Records Snowy Monaro Regional Council
Subject: Fwd: Boco Rock Committee

To the Boco Rock Committee

My Name is Lorayne Roberson, I have lived in Cooma since 1978,
I am Married with 2 grown children, My husband and I currently have 2 business running in town,
Cooma Power Equipment and Robersons Gardening Service.

Member for Kids of the Snow Mountains

I have been involved in the Community since the early 90s.

Cooma Public School; Canteen manager and P & C Committee 6yrs

Monaro High School; P & C Committee and canteen volunteer 6-7 yrs

Member of Cooma Bombala Legacy; 10yrs - Current

Volunteer to Legacy Wards wellbeing & FundRaising

Board Member Sir William Hudson Memorial Centre 2008 - 2018

Volunteer, Fundraising and Fete Coordinator.

Board member Cooma Exservices Club 2006 - Current

Member of Social and Finance committee, Children's Christmas Party Coordinator.

Anzac Day Volunteer

Justice of the Peace

I feel I would be an asset to The Boco Rock Community Enhancement Committee.

Kind Regards

Lorayne Roberson

[REDACTED]

[Redacted]
[Redacted]
[Redacted]

25 May 2022

The Committee

Boco Rock Community Enhance Fund Committee

C/- Snowy Monaro Regional Council

To Whom it may concern

Boco Rock Community Enhancement Fund Committee – Nomination for
Committee Member

I wish to be considered for a position as a Community Member on the
above Committee for 2022 -2023.

I am passionate about the growth and development of our local area and
welcome the opportunity to contribute through this Committee.

Please find attached a brief summary of my experience with Community
Groups in the area.

Your faithfully

Isabel Harrington

Isabel Harrington



Nimmitabel NSW 2631

Brief Outline of Experience with Community Groups

I moved back to Nimmitabel from Sydney in 2008 after being involved as a community volunteer in both the St George and Sutherland Shires.

Member and President of Rockdale Rotaract 1976-1982, including 'Rotaractor of the Year'

Member of CMRI (Children's Medical Research Institute) Cronulla branch

Member and Vice President of Sutherland Shire Hockey Association for over 30 years

Member and Vice President of Bosco Hockey Club for over 30 years

These memberships including playing, coaching, managing and captaining representative youth and senior teams.

Since returning to Nimmitabel after purchasing the family farm in 2008 (I am the 4th generation) I list below my experience with Community Groups within the former and existing Council area.

- Committee Member and Schedule Co-ordinator Nimmitabel Show Society 2010-2012
- Chairperson St Andrew's Catholic Church Committee Nimmitabel 2018-2022
- Member and Incoming President Nimmitabel Lions Club 2018 – present
- Member Nimmitabel Garden Club 2010 – present
- Vice President /Treasurer Nimmitabel Country Club 2008-2016 and 2018- 2020
- Co-ordinator Nimmitabel Bridge Club 2015 – present
- Member and Fund Raising Co-ordinator Nimmitabel Bell Committee 2015- present
- Member of Nimmitabel Bell Festival Committee
- Member of Nimmitabel Advancement Group 2010 – present
- Member of Nimmitabel Chamber of Commerce 2017 – present
- Presenter 2MNO Community Radio 2010 – 2016 (2 separate time slots)

Isabel Harrington

Erin Donnelly

From: Cathy W <[REDACTED]>
Sent: Thursday, 9 June 2022 4:24 PM
To: Records Snowy Monaro Regional Council
Subject: RE Boco Rock Community representatives

To the Boco Rock Committee
My Name is Cathy Wassink I have lived in Cooma since 1978,
I am Married with 3 grown children and 5 grandchildren
We have been in business for 36 years in the transport industry and 15 years with our storage facility, C&C
Self Storage & Livestock Carriers Cooma.
I worked at The Monaro Post 2009-2015
Cooma Power Equipment 2002 -current
I am a member of Kids of the Snow Mountains
I have been involved in the Community since the early 90s.
Cooma North Public School; Canteen manager and P & C Committee
Member of the Cooma P&A Association 2009 to 2020, and President 2017-2019
Board Member Sir William Hudson Memorial Centre 2017-2018 and assisted with
Volunteer and Fundraising
Looking forward to your response
Kind Regards

Cathy Wassink
[REDACTED]

To the Boco Rock Community Enhancement Fund Committee

Please excuse me for an almost complete copy of the application I made in 2020 – so little has changed! I would like to be considered for a place on the Boco Rock Community Enhancement Fund Committee. I may need to declare that we are potentially involved with the Boco Rock development, if Stage Two goes ahead in the future.

I am not myself a local, but I am married to one.

I came to the Monaro in 1990, working firstly at a vet clinic in Berridale and then from July 1990 as District Vet with the then Cooma Rural Lands Protection Board (formerly the PP Board, then Livestock Health and Pest Authority, now evolved into Local Land Services). This role saw me travel throughout the Cooma Board area – roughly the same district as the former Cooma Monaro and Snowy River Shires, though I later also worked in the Bombala district. The District Vet role is an advisory and regulatory government role working for local farmers and their livestock.

While living in Cooma from 1990 to 1999, I was involved with a few community groups:

- Monaro District Hockey Association – President for 2 years
- Monaro Animal Health Group – Secretary
- Member of Rostrum
- Played sport – hockey, squash, touch football

I married and moved to Nimmitabel in 1999. My husband Arthur is a local wool grower / beef producer. I finished full time work at the end of 2001, returning in a part-time role as a District Vet with the South East LHPA from 2008 – 2012. Once we had children, I became progressively more involved with Nimmitabel town.

In days gone by,

- Nimmitabel Preschool – when kids were that age – held roles of Secretary and President at times
- Nimmitabel Public School – helper, member of P&C held roles of Secretary, Treasurer and President
- Nimmitabel Magpies Soccer Club – coach and manager
- Nimmitabel Community Radio – for maybe a couple of years
- Monaro Junior Cricket – managed under 12 and under 14 side

Currently

- Nimmitabel Pony Club – previously Secretary, now Treasurer and Zone Representative
- Nimmitabel Show – got a job on the gate and Lions BBQ this year
- Nimmitabel News – editor
- St Andrews Church Committee – Treasurer
- Scripture teacher at Nimmitabel Public School
- Showground 355 Committee as Pony club representative
- Member Nimmitabel Country Club

My kids are now adults, currently only one lives at home, so I should have the time to be involved with the Boco Rock Committee. I work on our family farm and have fairly flexible hours and plenty of time to think as I spray weeds.

If there is any further information that you need, please contact me. Thank you for your consideration,

Christine Haylock

[Redacted signature block]

25/5/2022

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9.4.2 ORGANISATIONAL PERFORMANCE REPORT - JUNE 2022

Record No: I22/407

OFFICER'S RECOMMENDATION

That Council vary the 2021-2022 operational plan and 2022-23 operational plan as follows:

- A. Defer action 10.1.4.4 - Process Management Framework: Develop and implement a framework for effectively capturing, mapping, analysing and improving business processes to the 2022-2023 Operational Plan.
- B. Defer Project 8.2.2.7 PROJECT (CW): Kalkite Sewage Treatment Plant electrical upgrades to the 2022-2023 Operational Plan.
- C. Defer Project 8.2.2.6 PROJECT (CW): Cooma Water Treatment Plant raw water pump and variable speed drive upgrade to the 2022-2023 Operational Plan.

ISSUES

This report covers the period end of May to the end of June 2022, and is the final report for the 2021-2022 Operational Plan (see full report attached).

In comparison to the 2020 – 2021 Operational Plan where only 50% of actions were reported as being on target, Council's performance in achieving operational plan action targets for the 2021 - 2022 plan has improved by 23%. Council's commitment towards continuous improvement and implementing monthly performance reporting to Council has contributed to the positive change. The development of Council's project management framework for both capital and operational projects has also been a factor with better upfront planning taking place ensuring projects are delivered on time and on budget. While there is still improvement desired required, the positive change is progress in the right direction.

With this report being the final report for the 2021 – 2022 Operational Plan, 21.5% operational plan actions are shown to be off track. However; many actions and projects that did not meet the 100% target finished the year with 90-95% of the target achieved.

There are still some actions shown to be off track with higher level issues impacting the ability of Council to deliver services and projects, including:

- There has been a continuation of the difficulty in filling a number of vacancies that remain across the organisation. This has impacted on our ability to complete actions originally listed and impacts on service delivery. The cost of bringing in external contractors to offset these vacancies has become extremely high. The combination of not being able to recruit and not being able to afford the cost of contractors has led to actions and projects being impacted.
- The resignation of Council's Chief Workforce Officer early in 2022 and vacancies within the Organisational Development Team has significantly impacted the service delivery within the Workforce service of Council. A number of projects and actions are behind and will not be completed within the 2021-2022 year.
- Council is still affected by the fact that a range of projects had no proper scope or project planning in the initial stages. This has led to some projects being delayed as our employees

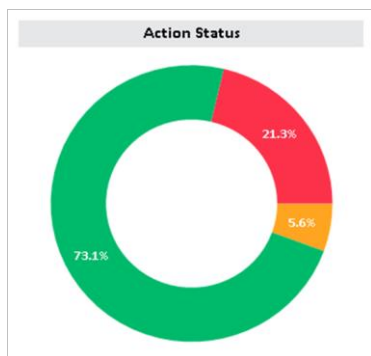
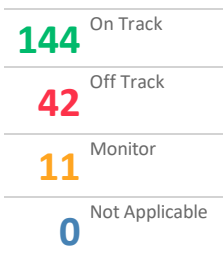
focus on determining how best to deliver those projects with the available funds or to determine exactly what is required to be done. Frameworks are being put into place to ensure that projects are well planned before they are approved in the future.

The summary below indicates performance up until end of June 2022, against the actions

OVERVIEW

ACTION SUMMARY

By Performance



included in the 2021 – 2022 Operational Plan.

Table 1: Notable achievements (Selected activities from the full report)

<p>Activity: 7.1.1.3 Effectively manage widespread weeds to minimise the impact of weeds on the region's economy, environment and community.</p>
<p>Council's Biosecurity team conducted 1,765 property inspections during the period July 2021 - June 2022. Council exceeded its annual quota of 1,600 property inspections required to attract its annual weeds action program (State) funding of \$300,000</p>
<p>Activity: 8.2.2.4 Bombala Wastewater Treatment Plant Augmentation Construction. Completion of final stage.</p>
<p>The contract for the STP is now finalised with the final payment claim for the contractor being negotiated. There are still some minor bugs in the system but in all the plant is running very well and ultimately has been a great success.</p>
<p>Activity: 10.1.2.6 PROJECT: Regional Community Strategic Plan - Council has resolved to take part in the development of a Regional Community Strategic Plan (RCSP) in conjunction with the Canberra Region Joint Organisation (CRJO).</p>
<p>The Snowy Monaro Community Strategic Plan (CSP) was adopted by Council at the 16 June 2022 Council meeting. The CSP was part of an overall regional CSP as part of the CRJO. This is a first for Snowy Monaro Regional Council and signifies our partnership with neighbouring Councils as part of the Canberra region.</p>
<p>Activity: 8.1.2.3 PROJECT: Developer Contributions Plan -Stage 2 – Engage a consultant to draft a comprehensive development contributions plan in accordance with the Environmental Planning and Assessment Act 1979 (Actions 10.10 and 10.11 of the LSPS).</p>
<p>Funding to prepare the developer contributions plan by a consultant was removed from the budget to reduce expenditure. Council Staff undertook this project as part of BAU and reported a draft contributions plan to Council on 21 April 2022. Council resolved to place it on public exhibition. Once consideration of the submissions was undertaken, at the Council meeting held on 16 June 2022 Council adopted the new developer contributions plan. This plan marks the first consolidated contributions plan since merger in 2016.</p>
<p>Activity: 8.1.2.6 PROJECT: Regional Trails Masterplan - Council has engaged a suitably qualified consultant to undertake a trails masterplan for the Snowy Monaro Region (action 7.5 of the LSPS).</p>
<p>The regional trails masterplan has been a large project undertaken over a period of two years. Significant consultation was undertaken throughout our community and the final version of this plan was reported to Council in June for adoption. The masterplan provides a strategic focus to holistically plan our regional trails, both within the short and medium term, to the long-term of twenty years.</p>

Table 2: Identified variances for off track projects/services

<p>Project: 10.1.4.4: Process Management Framework: Develop and implement a framework for effectively capturing, mapping, analysing and improving business processes.</p>
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<p>Variation Reason: This has been impacted by the loss of two key staff in the Organisational Development team. On hold until key staff are recruited.</p> <p>Impact: Minimal impact – will re-commence once vacancies are filled. Defer to the 2022/2023 operational plan.</p>
<p>Project: 8.2.2.7 PROJECT (CW): Kalkite Sewage Treatment Plant electrical upgrades.</p>
<p>Variation Reason: The design for the electrical upgrades has been completed and is going through the approvals process for the electricity supplier. These works are hoping to be undertaken starting August 2022. Given that these works have not commenced, the project should be deferred for completion within the 2022-2023 operational plan.</p> <p>Impact: Minimal impact – Project to be deferred to 2022 – 2023 operational plan for completion.</p>
<p>Project: 8.2.2.6 PROJECT (CW): Cooma Water Treatment Plant raw water pump and variable speed drive upgrade.</p>
<p>Variation Reason: The Cooma WTP upgrades for the raw water intake is still going through the full scoping phase and will be ready for operational review prior to the consultancy brief being released by the end of July 2022. There has been some movement in preparation of the project with some badly damaged and dangerous trees being removed. This has improved operational safety considerable and has made the working environment for the operational personnel more pleasant.</p> <ul style="list-style-type: none"> • Operational discussions have taken place • Scope of works has been mostly agreed on • Target for consultancy agreement release end of July 2022 <p>Impact: Minimal impact – Project to be deferred to 2022 – 2023 operational plan for completion.</p>

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Low	Low	Yes
Economic Activity SJ	Low	Low	Yes
Environmental Security	Low	Low	Yes
External Political Environment	Low	Low	Yes
Financial Sustainability	Medium	Low	Yes
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Medium	Low	Yes
Service Delivery	Medium	Low	Yes

Council's adopted delivery program and operational plan are the mutually agreed plans with our community. Any variance through not being able to meet measures, actions, and delivering projects increases the risks of financial sustainability if projects do not stay on budget and significant reputational risk through not delivering projects and not meeting agreed service levels. Providing updated information on the current status reduces the risk of reputational damage.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	\$0	
Estimated Annualised Net Cost	\$0	
Capital Investment	\$0	
Capital Funding Source	\$0	

Budget variances are currently reported separately through the budget reporting. Due to the financial position of the Council there is a strong focus on amending the scope of projects to stay within the available funding.

RESPONSIBLE OFFICER: Coordinator Strategy Development

OPTIONS CONSIDERED

It is a statutory requirement to report a minimum every six months to Council; however, monthly performance reporting and monitoring is improving accountability and increased agile decision making across the organisation.

IMPLEMENTATION PLANS

Adopted variances to the 2021-2022 operational plan will be undertaken as amendments to the original adopted 2021-2022 operational plan and version control undertaken, particularly with any deferred actions to be added to the 2022 – 2023 operational plan.

EXISTING POLICY/DECISIONS

In accordance with section 404 of the *Local Government Act 1993* (the Act) and the Integrated Planning and Reporting Guidelines for Local Councils in NSW 2021, the Chief Executive Officer must ensure that regular progress reports are provided to Council with respect to the principle activities detailed in the delivery program. Progress reports must be provided at a minimum every six months.

ATTACHMENTS

1. Organisational Performance Report June 2022
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Organisational Performance Report June 2022

Snowy Monaro Regional Council (SMRC)

camms**strategy**

Print Date: 11-Jul-2022

OVERVIEW

ACTION SUMMARY

By Performance

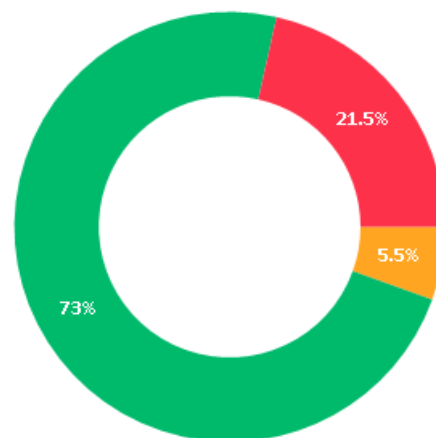
146 On Track

43 Off Track

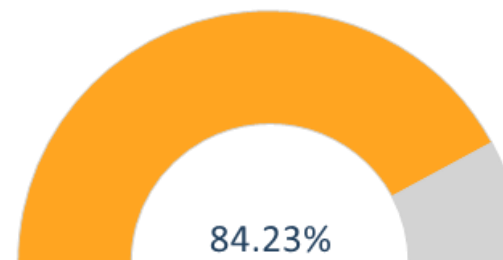
11 Monitor

0 Not Applicable

Action Status



Action Progress Against Targets



200 actions reported on
146 At least 90% of action target achieved
11 Between 70% and 90% of action target achieved
43 Less than 70% of action target achieved
00 actions with no target set

ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 70% and 90% of action target achieved



RED

Less than 70% of action target achieved



No target set


* Dates have been revised from the Original dates

Communications Portfolio

Communications

Communication and Engagement

Action Title: 1.4.1.1 Delivery of waste avoidance and resource recovery education programs to schools and community in conjunction with Council's Communications Department.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
<p>Action Progress Comments: Face to face activities limited by COVID-19 restrictions including lockdowns, indoor gatherings and access to schools. Returned to 2022 agricultural shows in region complete plus school visits underway. Planning and stakeholder liaison continues with review of collateral and strategy also underway to effect behaviour change in this space. Litter Prevention Strategy activities to align with CRJO following successful funding application valued at \$75,000. Clean-up event with Sustainable Snowies held in Jindabyne in April. Chem Cleanout for Cooma held. Recycle Right promotions ongoing - print, digital, social. Education Officer attended Litter Prevention Conference and Waste Management Conference (on behalf of Manager, Waste). May/June - waste education strategy development underway for activation from July 2022.</p> <p><i>Last Updated: 24-Jun-2022</i></p>						


Action Title: 12.2.1.1 Plan, deliver and monitor communication and education activities that inform the community and stakeholders of Council's projects, initiatives and events.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
<p>Action Progress Comments: Utilising framework for stakeholder engagement is key to improvement in this space. Ensuring maximum coverage of messaging to all residents, across all demographics through a mix of digital and traditional media usage. Communication channel spreadsheet per town/village created to ensure broad communications with ongoing updates. New eNewsletter launched in Q4 2021. Promotion to increase subscriber numbers continues with avg. 20 new signups per week. New website delivered in February 2022. New intranet delivery date end June 2022 to assist in enhancing internal communications and access to information. Post council meeting email summaries shared with employees plus monthly Chambers Chatter online/chambers with the CEO to discuss outcomes.</p> <p><i>Last Updated: 24-Jun-2022</i></p>						

Action Title: 12.2.1.2 Manage the distribution of communications through a range of traditional and digital channels to disseminate communications broadly and cost-effectively.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
<p>Action Progress Comments: Per 12.2.1.1</p> <p>Utilising framework for stakeholder engagement is key to improvements in this space. Ensuring maximum coverage of messaging to all residents, across all demographics through a mix of digital and traditional media usage. Communication channel spreadsheet per town/village created to ensure broad communications. New website delivered February 2022.</p> <p>New eNewsletter launched Q4 2022 with high performance exceeding the key measurable metrics compared to the average for government organisations (28.77% for open and 3.99% for CTR/link clicks). SMRC newsletter (fortnightly) continues to perform at over 70% open rate and average click through rate (CTR/link clicks) at 19%. More council newsletters moving to this</p>						

platform - including Economic Development and Tourism (Events/Whats On) now done (as of April 2022) so all newsletters will be through this platform with accessible reporting capabilities and clean databases. Next will be community services/aged care newsletters in Q3 2022 and Library newsletter (to be reintroduced).

Last Updated: 24-Jun-2022


Action Title: 12.2.1.3 PROJECT - Investigate and implement an e-comms (i.e direct newsletter) platform that can provide a unified and cost-effective solution across all Council departments for internal and external use.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Complete: Campaign Monitor implemented and launched with new council eNewsletter. Launched in Q4 2021. Templates and cleaned databases are being installed for use across council. Economic Development Industry newsletter (quarterly, moving to bi-monthly) has been transferred to new system. Tourism (what's on/events) migrated in May, Community Services and Aged Care to be addressed next. Allows for broader reach, reporting on click through and readership rates, plus less printing (costs/environment savings). Review of all council newsletters to be undertaken to ensure best practice, high engagement and centralised development/distribution cost savings. System also allows for database clean-up (automated and manual) to ensure best practice privacy standards are met with all digital communications.

Last Updated: 03-Jun-2022


Action Title: 12.2.1.4 PROJECT - Community input on preferred method of communications with spreadsheet per location developed to list appropriate channels and mediums. Central source of information provided for whole of organisation use.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Ongoing while working with communities on various projects, and gained from variety of source inputs including bushfire recovery, community services and communications. Spreadsheet developed and updated as contacts change etc. Ongoing updates - addressing return to face-to-face transactions, pop-up stalls for community engagement/consultation and continuing behaviour change post relaxation of COVID-19 restrictions.

Last Updated: 24-Mar-2022


Action Title: 12.2.2.1 Provide 24/7 access to customer service and information to customers.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Reviewed AH call centre procedures and ensure regular updating of manual and contacts is provided. Ongoing. Regular monthly meetings with AH contact in place for 2022. New AH reporting to be implemented by call centre (across all councils they are contracted to) with update and testing in June 2022.

Last Updated: 24-Jun-2022


Action Title: 12.2.2.2 Monitor after-hours logs daily and address key issues and themes.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Collated by customer service team and shared with relevant departments to advise of overnight issues and actions. Reviewed by Coordinator Engagement or Chief Communications Officer on a daily basis. Any ongoing issues raised with relevant Chiefs. Most afterhours calls are for water or rangers. ONGOING DAILY. New reporting system to be implementing by service agent (Southern Phone) in Q3 2022 to simplify and make more time efficient at council end re review and reporting.

Last Updated: 24-Jun-2022


Action Title: 12.2.2.3 Monitor and respond to Facebook inbox enquiries, emails and phone calls in a timely manner.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Given nature of enquiries, access has been expanded to CSO team to assist with responses. This is just another channel by which the community can contact council and it is being well utilised as an alternative to email by the community. AH messaging is clear on how to get help. Increase in direct messaging - inbox monitored throughout the day by CSOs and AH/weekends by Comms team. Daily/ongoing - seven days per week.

Last Updated: 24-Jun-2022

Action Title: 12.2.2.8 PROJECT - Review existing digital platforms and deliver cost effective solutions within existing budget to provide improved functionality and usability for our community including, but not limited to, website, intranet and YourSay community communications.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: New website project launched in Q1 2022. OpenCities is the provider and they are familiar with local government requirements. New intranet launch June 2022.

Assessment of Your Say/Bang the Table (now all owned by same company as Open Cities) has led to three year agreement to ensure efficient engagement methods and cost savings achieved. Q3-4 2022 plan - review microsites and appropriateness of platform for new economic development/investment site and new tourism microsite (with redirect from visitcooma.com. and links to snowymountains.com.au once ATDW (Australian Tourism Data Warehouse) has auto feed into OpenCities. New eNewsletter launched and Campaign Monitor platform rolled out across council as a centralised service, aligned with privacy legislation re database usage.

Last Updated: 24-Jun-2022


Action Title: 12.3.2.1 Provide support across the organisation to ensure effective communications at all levels of project and campaign delivery. Conduct regular meetings from initiation, through delivery, and post-implementation.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Stakeholder framework being utilised across projects. Regular meeting with Comms and key departments to ensure stakeholder comms are well considered and managed as part of the project or issue. Regular meetings are held with built & natural environment, corporate projects, water wastewater, education, community services, strategic planning. Ongoing.

Last Updated: 24-Mar-2022

Action Title: 7.1.1.5 Build community capacity to manage weeds with a committed educational and advisory program.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Face to face affected by COVID-19 restrictions. Now returning to planned series of events post restrictions lifting. Weed of the week campaign conducted in key period for action - six weeks. Good pickup from broad media outlets. Returned to agricultural show season for the region - completed for 2022 show season. Landholder liaison respraying plus focus on Orange Hawkweed with more community sessions held. June: strategy review for year end and calendar plans for activation through to end 2022.

Last Updated: 24-Jun-2022

Economic Development


Action Title: 1.3.1.2 PROJECT(CW): Complete the detailed design of the Cooma Sports Hub (grant funded).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Completed

Last Updated: 28-Feb-2022


Action Title: 4.1.3.1 Engage with all Chambers of Commerce throughout region to ensure businesses are updated on opportunities and Council activities.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Economic Development Officer has been in contact with all larger chambers and has also begun to attend the Chambers monthly meetings. Liaison is also occurring as required with specific Chambers in relation to particular projects or subjects of interest.

Last Updated: 28-Jun-2022


Action Title: 4.1.3.2 Produce regular newsletter for local businesses across the LGA to advise of relevant business trends, grant funding, support and relevant business news.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The latest Economic Development team newsletter was sent on 26 May to over 3000 business emails and that same day had over 600 opens which is an excellent result. Newsletters are emailed out to Snowy Monaro businesses quarterly. Action now complete for this financial year.

Last Updated: 26-May-2022

Action Title: 4.1.3.3 PROJECT: Support the Business Recovery Hub – a 12 month commitment to partner with Business Australia to grow local business.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	0.00%	 GREEN

Action Progress Comments: Completed.

Last Updated: 28-Apr-2022

Action Title: 4.1.3.4 PROJECT: Establish a South East Forestry Working Group – short-term recommendation from the Bombala Region Softwoods Industry Bushfire Recovery Study.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Mark Adams - Coordinator	Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
<p>Action Progress Comments: Coordinator Economic Development and Economic Development Officer are seeking to catch up with Rob de Fegerly regarding his recent South East Forestry Hub consultation push.</p> <p><i>Last Updated: 28-Jun-2022</i></p>							

Action Title: 4.1.4.2 Conduct regular audits of retail uses in town CBDs to monitor change and assess issues and opportunities.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: These audits are conducted quarterly. The new Economic Development Officer is in the process of completing the recent round of audits but they aren't quite completed at time of update. <i>Last Updated: 28-Jun-2022</i>						


Action Title: 4.1.4.3 PROJECT: Regional Economic Opportunities Analysis -detailed investigation of the region's economy and opportunities/barriers to growth.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	31-Oct-2021	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: This project is complete and Council will be briefed on its findings and outcomes at an upcoming briefing session.						
<i>Last Updated: 28-Mar-2022</i>						

Action Title: 4.1.4.4 PROJECT: Investigation of housing issues across the region - examination of the many facets of housing problems in our region and possible solutions.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	31-Dec-2021	100%	100.00%	<div><div style="width: 100%;"></div></div> GREEN
<p>Action Progress Comments: The ED unit continues to monitor housing issues across the region. This is an ongoing issue with limited ability for Council to influence it positively. In Cooma Snowy 2 workers with FGJV are now beginning to utilise Joule Ridge and the mountain camps are also growing. The full Snowy workforce is now over 2000 and approaching the peak workforce forecast for later this year.</p> <p><i>Last Updated: 28-Jun-2022</i></p>						

Action Title: 4.1.4.5 PROJECT: Work with state agencies to implement the Snowy Mountains Special Activation Precinct as a key opportunity and project for economic development and support of regional growth.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Coordinator Economic Development continues to work with state agencies on the Snowy Mountains Special Activation Precinct. The Masterplan has now been signed by the Minister and has come into effect. The SAP is now moving into Delivery stage.

Last Updated: 28-Jun-2022


Action Title: 6.1.1.3 PROJECT: Continue to support and progress the Monaro Rail Trail towards becoming a shovel ready project (Action 36 in DMP).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN

Action Progress Comments: The Coordinator Economic Development meets fortnightly with MRT Inc and counterparts at Queanbeyan Palerang Regional Council. The Coordinator Economic Development is reviewing the draft Business Case prepared by MRT Inc and draft Trail Development Plan and costings provided by the consultants. The state government have now also released their report into their preferred model for rail trails. The draft Business Case and TDP won't quite be complete by the end of the financial year but they are close.

Last Updated: 28-Jun-2022

Action Title: 6.3.1.1 PROJECT: Complete a tourism data portal to bring together local and close to real-time data on visitation throughout the region.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Oct-2021	100%	100.00%	 GREEN

Action Progress Comments: This project has been completed.

Last Updated: 28-Feb-2022


Action Title: 6.3.1.2 PROJECT: Develop a video promoting visitation to the region's towns.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN

Action Progress Comments: This project is now almost complete. Cooma videos have been completed, just waiting on Bombala video's. Each chamber has organised their respective project so the ED officer is in contact with each about completing the project. Bombala videos have been delayed due to the consultant.

Last Updated: 28-Jun-2022

Action Title: 6.3.1.3 PROJECT: Commence planning for lookouts at appropriate locations along popular drive and walking routes (Action 23 in the DMP) to enhance visitor experience and drive journey offerings.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: This project has commenced and an initial scoping document is under preparation. Focus is on a stocktake of existing lookouts in the region and strategic locations for new ones. Idea is to identify sites all over the region along drive routes to encourage visitor dispersion throughout the region in the future. A long term project that can be developed in stages as funding becomes available, subject to future endorsement by Council.

Last Updated: 28-Jun-2022

Economic Development

Tourism & Events


Action Title: 6.1.1.1 Process Council's Notice of Intention to Organise an Event (NOIE) forms so applicants can progress with event organisation in a timely manner.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Tourism Promotion and Events Officer continues to process the Notice of Intention to hold an event forms in liaison with other Council units. Average processing time is 23 days. The aim is to continue to get this timeframe down in the future year so it approaches 14 days for most forms.

Last Updated: 28-Jun-2022

Action Title: 6.1.1.2 Continue to welcome and inform visitors to the region in order to enhance the visitor experience through the provision of information, increase the length of stay and yield per guest through awareness of activities on offer, increase return visitation and positive word of mouth referrals.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mark Adams - Coordinator Economic Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Visitors Centres continue to operate and experienced an increase in visitation during the Easter period. Visitor numbers are also beginning to climb with winter approaching. Tours run out of the Bombala VC are also returning to normal levels. The VCs have also recruited a new staff member to replace one of the two that left.


Last Updated: 28-Jun-2022

Finance Portfolio

Financial Services

Finance


Action Title: 11.2.2.1 Coordinate the annual budget, fees & charges and revenue policy for the Operational Plan.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Tracy Sligar - Chief Financial Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: FY 2022/23 Budget, fees & charges and revenue policy adopted 23/06/2022

Last Updated: 27-Jun-2022


Action Title: 11.2.2.2 Completion and lodgement of the annual financial statements including coordination of interim and annual audits.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Tracy Sligar - Chief Financial Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: ARIC considered the management letter issued by the Audit Office of NSW following their planning visit 20/6/2022. Next scheduled visit by the AO is the interim audit commencing 4/7/2022

Last Updated: 27-Jun-2022


Action Title: 11.2.2.3 Completion of quarterly budget review statements to Council.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Tracy Sligar - Chief Financial Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Monthly budget review for May 2022 adopted by Council at the June meeting of Council.

Last Updated: 27-Jun-2022


Action Title: 11.2.2.4 Ensure Council meets its taxation compliance obligations.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Tracy Sligar - Chief Financial Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Taxation obligations for May were reported and paid in June.

Last Updated: 27-Jun-2022


Action Title: 11.2.2.5 Cash flow management.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Tracy Sligar - Chief Financial Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Funds management report is presented at monthly Council meetings and incorporates a cash-flow forecast.

Last Updated: 27-Jun-2022

Action Title: 11.2.2.6 Accounts Receivable Management.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Tracy Sligar - Chief Financial Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Collections performance data as at 23/6/2022 indicates we collected 114% and 100% compared with last year for water and rates respectively


Last Updated: 27-Jun-2022

Operations Portfolio

Built & Natural Environment

Biosecurity


Action Title: 7.1.1.1 Prevent the introduction of new weeds by ensuring the rapid detection of new weeds at high-risk pathways and sites.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Brett Jones - Coordinator Biosecurity	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Council has a responsibility to monitor all high-risk pathways and high-risk sites under the NSW Weeds Action Program and is paid by the NSW government for this service. In fulfilling this obligation the Biosecurity team monitor all roadsides, rest areas, camping areas, nurseries etc. for the presence of new incursion weeds. The team have completed 100% of this surveillance program. High risk sites are inspected on an adhoc basis. No unexpected issues have been identified. Of particular concern has been the recent identification of Chilean Needle Grass at sites along Bobundara lane, Snowy River Way, Nimmo TSR and The Gap TSR. All infestations have been destroyed and neighbouring landowners notified. Coolatai Grass infestations on the Monaro highway have been treated a number of times during the season, most recently during April. Surveillance for new weed incursions also continues at fire sheds and staging areas used during the 2019-20 bushfires. These are additional high risk sites due to the potential for new weed species having been introduced on firetrucks and equipment brought in from elsewhere throughout the State. No unexpected weeds have been identified at these sites.

Last Updated: 27-Jun-2022

Action Title: 7.1.1.2 Eliminate new weed incursion through the maintenance of a coordinated inspection and control regime.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Brett Jones - Coordinator Biosecurity	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: Snowy Monaro Regional Council is a major partner to the NSW Orange Hawkweed Eradication program, being the only Council within NSW to have known infestations on private land. For a number of years Council has managed two known infestations of this weed. Of these, the Braemar Bay site has been dormant for the past two years and only one plant was identified by staff at the Greenhills site this year. The site was later inspected using 'sniffer' dogs and no new plants were identified. Five new infestations were reported in the Snowy Plains area throughout January and February, mostly using sniffer dogs and drones. All infestations have been treated and reported to NSW DPI. A 'site' may consist of a number of different patches within a 50 x 50m quadrant. A new patch was confirmed during April at an existing site and this patch was subsequently treated. Colour recognition and machine learning technologies are being utilized to bolster Council's high level drone surveillance program, which is backed by ground inspections and ground truthing throughout the growing period of December through February. This program will recommence during late November/early December 2022.

Thanks to the efforts of Biosecurity Officer Neil Murdoch, Snowy Monaro Regional Council was selected as a finalist in the Local Government NSW Excellence Awards. Neil's project entitled "building a cloud-based solution to serve the needs of multiple regional Councils in capitalising on drones for efficient and low-cost identification and remediation of invasive weed species in our local environments" was entered in the Innovative Leadership category. Neil represented Council at the Awards Dinner, Thursday 26 May 2022 at the Fullerton Hotel, Sydney. Unfortunately, Neil did not receive an award on the night, though will continue to develop innovative approaches to assist with the identification and management of weeds.

Orange Hawkweed is the only prohibited matter weed known to exist in the Snowy Monaro region and being subject to an eradication program. 'Sniffer' dogs were contracted using external funding during January to April to confirm that all plants at each of the known sites had been identified. This program is complete for the 2021-22 financial year.

Last Updated: 27-Jun-2022

Action Title: 7.1.1.3 Effectively manage widespread weeds to minimise the impact of weeds on the region's economy, environment and community.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Brett Jones - Coordinator Biosecurity	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Council's Biosecurity team conducted 1765 property inspections during the period July 2021 - June 2022. Serious breaches of the Biosecurity Act 2015 have resulted in the issue of seven individual biosecurity directions, one penalty infringement notice and one Section 133 entry totalling \$45,000. A further two Section 133 entries were scheduled;

one of which continues to be hindered by boggy conditions, the other is being negotiated with the owners in an attempt to avoid further regulatory action. Council exceeded its annual quota of 1,600 property inspections required to attract its annual Weeds Action Program (State) funding of \$300,000.

During the reporting period Council awarded 2021-24 weed control services contracts, enabling it to manage priority weeds on its network of roads, reserves and operational lands. Six individual contracts were awarded throughout the Snowy Monaro region. Works are now completed for the 2021-22 financial year. Difficulties in managing grassy weeds following the onset of frosts is expected due to the lack of availability of Flupropanate. Due to the excessive price of Flupropanate (relating to shortage in supply), the Biosecurity team successfully applied for external funding to purchase 6 drums of Flupropanate to assist in completing its 2021-22 weed control program. No further Flupropanate can be sourced at this time, which will seriously impact on landowners' ability to effectively manage grassy weeds. A series of nine 'Weed of the Week' media releases were published throughout the peak season, providing the community with current information on the identification and effective control of existing and new potential weed threats. Three workshops have been hosted to promote sustainable land management activities, reaching a total of 82 attendees. Two online surveys were published with valuable feedback received from 63 respondents. Other educational activities include staff attendance at the regional shows and a re-run of the Weeds of the Monaro booklet, which provides valuable information on local priority weeds. During May, a community information session was attended at Countegany and an article was published in the Bredbo community bulletin. Regular updates are posted on social media to advise the community of weed related issues

Last Updated: 27-Jun-2022

Action Title: 7.1.1.4 Facilitate Biosecurity Advisory Committee meetings.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Brett Jones - Coordinator Biosecurity	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	 RED


Action Progress Comments: Council typically facilitates quarterly Biosecurity Advisory Committee meetings. The July 2021 meeting was hosted in Cooma Council offices and via Microsoft Teams as scheduled. The second and third scheduled meetings were cancelled due to Council elections and awaiting confirmation of Council representation on the Committee. The final meeting for the 2021-22 financial year was held in Bombala on 19 May 2022 and was well represented by local agency and community representatives.

Council's Biosecurity Coordinator attended the regional weeds committee and sub-committee meetings in Batemans Bay during November to coordinate cross-border activities and programs. He gave a presentation to the sub-regional Committee on Snowy Monaro Regional Council's policies and procedures relating to the successful enforcement of the Biosecurity Act 2015. A South East Regional Weeds Committee meeting was also scheduled for 19-20 May 2022 in Batemans Bay to review the South East Regional Strategic Weed Management Plan. The Coordinator of Biosecurity attended this meeting remotely via Teams following the local Biosecurity Advisory Committee meeting. Further meetings of the South East Regional Weeds Committee were attended in person (Cooma 15 June 2022) and virtually (27 June 2022) to finalise the South East Regional Strategic Weed Management Plan.

Last Updated: 27-Jun-2022

Building Certification


Action Title: 8.1.3.1 Undertake and respond to customer enquiries. Provide technical advice for a variety of construction matters.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John Gargett - Manager Built & Natural Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Building Certification team members receive direct inquiries in regards to Construction certificates, Complying Development Certificates, Building Information Certificates, Pool fencing, complaints etc. mainly by phone or e-mail, counter inquiries and on site during inspections, recording of the discussions outcome are recorded in each officers diary. Majority of inquiries are resolved at the time of discussion and within the 10 day customer service charter. Target achieved during reporting period.

Last Updated: 28-Jun-2022


Action Title: 8.1.3.2 Undertake assessment, inspection, and certification of construction certificates and complying development certificates.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John Gargett - Manager Built & Natural Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Building Certification team undertake assessment of construction certificates, complying development certificates, Building Information Certificates, Swimming Pool fencing, On-site Sewerage Management Facilities, Plumbing and Drainage application in a timely manner. Delays are usually due to lack of information to complete the assessments however the introduction of the mandatory lodgement through the NSW Planning Portal is assisting in ensuring the required documentation is received with the applications. Target achieved during reporting period.

Last Updated: 28-Jun-2022

Action Title: 8.1.3.3 Undertake mandatory inspections.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John Gargett - Manager Built & Natural Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Building Certification team undertake inspections of mandatory construction certificates, complying development certificates inspections and required inspections for Building Information Certificates, On-site Sewerage Management Facilities, Plumbing and Drainage application within the required 48 hour notice of request. Inspections are booked, recorded and results forwarded to the client and or builder within 24 hours of the inspection being undertaken. Target achieved during reporting period.

Last Updated: 31-May-2022

Cemeteries

Action Title: 3.1.2.1 Maintain the cemeteries as a respectful and pleasant environment for visitors.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: June 2022

With most mornings producing moderate to heavy frosts, the amount of mowing required at our cemeteries has declined. Maintenance work has shifted in June to the removal of dangerous trees at Old Adaminaby, and Cooma Cemeteries plus the repair of the entry wall to the Cathcart Cemetery.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.1 Prepare and lodge annual Internment Activity return to Cemeteries and Crematoria NSW to ensure regulatory requirements are met.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: June 2022

The annual report for our cemeteries will be submitted in early July 2022. In the month of June 2022 there were 6 interments, which will form part of the report presented in July 2022.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.2 Issue Interment Orders and Interment Rights in accordance with NSW Cemeteries and Crematoria legislation upon application.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: June 2022

Council received 6 orders for interment in the month of June 2022. The data was recorded in Council's Civic Authority database. All documents were issued in accordance with the criteria as specified in the Cemeteries and Crematoria Act 2013.

Last Updated: 27-Jun-2022

Development Assessment


Action Title: 8.1.3.4 Assess and determine residential development applications in compliance with planning instruments including Council's Local Environment Plan.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sophie Ballinger - Manager Development	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN

Action Progress Comments: June Update – 55 Development applications/modifications were determined within the period 22/5/2022 and 21/6/2022. Of these 40 were related to residential development. These applications have been assessed in accordance with legislative requirements including the three applicable Local Environmental Plans. The development assessment report template is updated on a regular basis to ensure compliance with legislation. Of the 55 applications determined 32 of these which is 80% were determined in 40 days which exceeds the 70% target.

Last Updated: 29-Jun-2022


Action Title: 8.1.3.5 Assess and determine many different types of Development Applications other than residential development, such as subdivision applications and commercial developments in compliance with Planning Instruments including Council's Local Environment Plan.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sophie Ballinger - Manager Development	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN

Action Progress Comments: June Update – 55 Development applications/modifications were determined between 22/5/2022 and 21/6/2022. Of these, 15 were related to non-residential development. These applications have been assessed following legislative requirements, including the three applicable Local Environmental Plans. The development assessment report template is updated regularly to ensure compliance with legislation. Of the 15 determined, 11 which is 73% of the applications were determined in 40 days which is over the 50% target.

Last Updated: 29-Jun-2022


Action Title: 8.1.3.6 Provide informative and timely advice to customer enquiries in relation to development within the council region.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sophie Ballinger - Manager Development	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN

Action Progress Comments: June Update - 20 PIRs were issued in the period 22/4/2022 and 21/5/2022. The average (mean) processing time for these applications was 11 calendar days. The Development staff have also provided development documents through the GIPA process. The Duty Planners and Town Planners provide a phone, email and face to face customer service function providing development advice to customers. All PIRs are acknowledged within the Customer Service Charter time frames, phone calls and emails are returned within the required time frames to meet the action requirements. The section is working on a method of capturing more accurately the number of phone calls, emails and counter inquires being dealt with by the staff. This project will be worked on in the second half of the 2021/22 financial year to create a number of reports from the Authority System that will better inform this metric.

Last Updated: 29-Jun-2022

Action Title: 8.1.3.7 Council is required to upload data to the NSW Planning Portal for local development performance monitoring reporting. This is to contribute towards state statistics via a performance dashboard and to report on Council's individual performance in relation to development assessment of local development.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sophie Ballinger - Manager Development	Not Started	01-Nov-2021	30-Jun-2022	0%	100.00%	 RED


Action Progress Comments: The NSW Local Performance Monitoring report for the 2020/2021 Financial year has yet to be requested by the department of planning as such no upload has occurred in the period. The 2020/2021 Financial year data is the first to be required after all Councils in NSW have transitioned to the NSW Planning Portal via government mandate. The Department of Planning Industry and Environment are yet to decide how this information is to be presented. We have been advised to wait on submitting this data for the past year (which is usually due in September) until the format has been decided upon. The Development Section however keeps the information required by DPIE updated so that if a request is forthcoming the information can be provided.

Update - no change to reporting requirements since the last update.

Last Updated: 29-Jun-2022

Public Health & Environment

Action Title: 3.2.1.3 Undertake food premises surveillance in accordance with the NSW Food Authority's Partnership Agreement to ensure public health safety in relation to retail food businesses within our region.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Deferred	01-Nov-2021	30-Jun-2022	60%	100.00%	

Action Progress Comments: June 2022

Inspections of food premises continued in June as part of the winter inspection program. The completion of this KPI has been deferred to July 2022.


Noting that the NSW Food Authority has given Council an extension of one month to finalise all assessments. Council's consultant has been booked to undertake this work in early July. The delay in program was caused by the following factors:

- 6 -7 months of Covid-19 restrictions limiting access to food premises
- Both Council's contractor and authorised officer were seriously ill with Covid-19 preventing them from undertaking assessments.
- some of the businesses are winter only thereby limiting access to June - July (This links back to the Covid-19 restrictions which hit our region during winter 2021).

The allowances provided by the NSW Food Authority will permit Council to complete this task and reset the inspection program for 2022 - 2023.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.4 Carry out NSW Health Drinking Water Monitoring program to ensure reticulated water supplies meet Australian Drinking Water Guidelines.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	

Action Progress Comments: June 2022

Council's water sampling program continued as normal throughout June 2022, with no issues of note to report.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.5 Responding to environmental complaints - Council responds to environmental pollution matters through public complaint or direct report to ensure that our environment is kept in a healthy and safe condition.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: June 2022

Council investigated three environment incidents in June 2022. Two involved vehicles leaking oil onto the road near a stormwater drain. The owners of the vehicles used dry clean-up methods to remove the oil and prevented it from entering the stormwater system. Unfortunately both incidents did leave an unsightly stain in the bitumen. This will dissipate over time but does not pose an ongoing environmental threat. The third alleged that sewage effluent was being discharged from one neighbouring property onto another. The water found was consistent with ground water, and did not require any further investigation.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.6 Council receives reports on illegal dumping activities. Council investigates all reports and arranges for clean-up and removal of waste

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: June 2022

Council investigated the dumping of waste material on Crown Land off Chapman Street. The waste material consisted of mostly household items. Unfortunately, no incriminating items were found. Council's staff removed the bulk of the material.

Last Updated: 27-Jun-2022

Rangers

Action Title: 3.2.1.7 Undertake companion animal management with the management of microchipping, registration and impoundment of dogs and cats to ensure compliance with the Companion Animals Act.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: June 2022

Rangers investigated one dog attack this month. Council received a report of two dogs attacking sheep. The matter is still ongoing with evidence being gathered from the informant and the alleged owner of the dogs. Council's Rangers are presently undertaking their routine assessments of the premises of people who own dogs that are declared as restricted breeds, dangerous or menacing dogs. These inspections will continue into July 2022.

During the Month of June 2022, Council seized 6 dogs and 2 cats. The cats were abandoned at one of our local vets. Council has tracked the owners of the cats and seeking for the cats to be surrendered. They were poor condition, but are responding well to care and will be placed out for rehoming once surrendered or the seizure period has lapsed. Out of the dogs seized two went back to their owners, one was rehomed and two remain in the pound. The dogs in the pound, one will go home and the other will be rehomed. It should be noted that while the rehoming agencies are full Council is committed to rehoming all surrendered and homeless animals.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.8 Respond to straying stock matters and impound when required to ensure that our public roads are kept safe.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments:

Stock issues continue to be low in the number of instances reported. One issue investigated with stock out on road. All stock had moved back onto private property when officers arrived onsite. A second issue is currently under investigation with sheep getting out in Michelago. The owner of the sheep is not cooperating with Council. Council's Rangers are working with the informant to build a case so fencing orders can be issued against the owner of the sheep.

Last Updated: 27-Jun-2022

Action Title: 3.2.1.9 Respond to matters raised through the out of hours call centre as required on a 24-hour basis.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Michele Rogers - Manager Public Health and Environment	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments:


The Rangers attended five calls out-of-hours during June, 100% of all calls were attended to in timely manner. The calls related to stock being out on roads, illegal camping, dogs behaving aggressively in a public place and a deceased deer causing a traffic hazard.

Last Updated: 27-Jun-2022

Community Services

Community Facilities

Action Title: 1.2.1.5 PROJECT: Undertake a comparative review of the Local Government (State) Award and Local Government Aged Disability and Homecare (State) Award in the context of home-based service provision. This process is to achieve maximum employee and service user benefit.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	In Progress	01-May-2022	30-Jun-2022	90%	100.00%	

Action Progress Comments: This is an ongoing review of the 2 awards. With the due diligence period for the divestment of the residential aged care facilities underway, we are looking at ensuring that all awards are best suited to our facilities. This is particularly important in this situation as these awards will be carried over to the new provider, Sapphire Coast Community Aged Care, should there be a positive outcome to the due diligence process.

This is continuing with support from Workforce Management and SCCAC

Last Updated: 01-Jul-2022

Action Title: 1.3.3.2 Swimming pools are provided as a service and benefit to the community.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	


Action Progress Comments: Jindabyne, Berridale, Cooma and Bombala Pools have all been available to the public for more than 80% of the season. Jindabyne has had the worst result but was still able to be open 84% of the season. Jindabyne will likely drop below this target in the second half of 2022 when it will close for significant structural repairs to both its roof and the HVAC system.

Adaminaby is currently only operational for 60% due to difficulties in staffing this pool. This will go back to 100% operations in January 2022. 2022 will be a challenging year for our operations as there are also planned significant capital works taking place at Cooma and Bombala.

It has been a difficult year for swimming pools in the regions however with only the Jindabyne pool still in season, it is expected that the pools will remain open with 100% availability for the remainder of the year ending 20/6/22

Last Updated: 11-Apr-2022

Action Title: 1.3.3.3 Caravan parks are provided to utilise by visitors.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	


Action Progress Comments:

Most Caravan parks have remained open 100% of the time, except for Delegate Caravan Park, which lost four days due to flooding throughout March.

All SMRC Camping and Caravan parks have been open 100% are available for use by visitors. We are looking at signing up with Stayz to deliver a broader exposure to the travelling community

Last Updated: 01-Jul-2022


Action Title: 3.1.2.3 PROJECT: Review the Bombala Truck Wash usage to determine the volume of activity to inform the future direction of the truck wash.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The review of Bombala Truck wash has commenced and is ongoing.

Last Updated: 11-Apr-2022

Action Title: 6.1.2.1 PROJECT: Implementation of a centralised booking system for public event spaces and venues to deliver increased engagement opportunities and elevate booking experience equity.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN


Action Progress Comments: The 'BOOKA' centralised system implementation (phased rollout) has been actioned, with transitional aspects being progressively worked through by a broader internal SMRC working group. Key frontline stakeholders within SMRC are Visitor Information Centre staff & Customer Service Officer staff.

There are now over 1500 bookings that have been taken through Booka. Training will commence for Council's Customer Services Officers to embed the system across the organisation.

Contact with CSO's has been made and a training implementation plan discussed. SMRC assets such as Caravans and camping are not possible through Booka, therefore we are looking towards an online presence such as Stayz.

Last Updated: 01-Jul-2022

Action Title: 6.3.2.1 PROJECT: Review operation and leasing arrangements of caravan parks and camping grounds to ensure consistency of operations.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	In Progress	01-Mar-2022	30-Jun-2022	80%	100.00%	 AMBER

Action Progress Comments: Caravan and Camp grounds have increased consistency in their leasing and running. We have negotiated a new lease with Rainbow Pines Caravan and Camp ground and implemented a booking system across all Council run camp sites. Implementation of Booka was attempted however the system capacity could not meet the individual needs of the caravan parks. We have now embarked on investigating the online web portal 'Stays' as an option.

No further progress in this action

Last Updated: 01-Jul-2022

Action Title: 8.1.2.1 Cooma saleyards are provided for local and regional use.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	In Progress	01-Jul-2021	30-Jun-2022	90%	100.00%	 GREEN


Action Progress Comments: s355 Committee has been re-established, and the committee has met, and a refreshed commitment to the sales has been agreed on by council staff, councillors, transport and agents.

Committees have met regarding Cooma and Bombala Sales yards. The option to lease Bombala has been suggested as a viable possibility. Working with the infrastructure team to prepare a lease.

Last Updated: 01-Jul-2022

Community Support Program

Action Title: 1.2.1.1 Deliver high-quality community support programs in accordance with legislation by maintaining funding.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: The Community Support Program has seen some small broad-scale increases in financial support in delivering services.

- * Centre Based respite care - an increase of \$2,674 - total \$159,921
- * Person Care Community and Home Support - an increase of \$434 - total \$25,969
- * Transport - Community and Home Supports - an increase of \$524 - total \$31,402
- * Domestic Assistance - Community and Home Support - an increase of \$1,688 - total \$100,935
- * Goods Equipment and Assistive Technology - an increase of \$32 - total \$1901
- * Flexible respite - Care Relationships and carer support - an increase of \$5,476 - total 327,621
- * Home Maintenance - Community and Home Support - an increase of \$1,389 - total \$83,076
- * Home Modifications - Community and Home Support - an increase of \$1,053 - total \$63,012
- * Meals - Community and Home Support - an increase of \$1,979 - total \$118,375
- * Social Support - Group - Community and Home Support - an increase of \$2,569 - total \$153,680
- * Social Support - Individual - Community and Home Support - an increase of \$2,009 - total \$120,191
- * Specialised Support Services - Community and Home Support - an increase \$70 - total \$4186

The Community and home supports program is currently increasing funding by %1.7 to \$1,190,269

Last Updated: 11-Apr-2022

Action Title: 1.2.1.2 Maintain governance in the delivery of community services.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: A new s355 Community Services advisory committee has been formed with the representation of new Councillors. The first meeting is scheduled for 27 June 2022.

The 355 committee met on the 27th with a quorum. Actions have been completed and new members have been selected

Last Updated: 01-Jul-2022

Action Title: 1.4.1.2 Coordinate and mentor the Snowy Monaro Youth Council to provide young people with the opportunity to develop leadership skills. Action 3.3.1 Youth Strategy 2019/2022.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Snowy Monaro Youth Council has completed another successful year providing young people with the opportunity to develop leadership skills. The council is on target to meet 10 times throughout the reporting period and will continue this into 2022. As per the constitution, nominations have been sought and have been received in line with election procedures. The announcement of the new council for the 2022 calendar year will be made in January.


Covid-19 restrictions have made it difficult for the Youth Council members to meet face to face, however they have been holding Zoom meetings when this was not possible. Unfortunately some activities have been cancelled due to Covid-19 restrictions including the Burn Bright National Leadership Camp. This will attempt to run again in 2022.

The new Youth Council is now elected and Councillor Frolich is the Council Representative.

Youth Council meetings are progressing as normal however we are in the process of recruiting for both of our youth positions, youth development officer and youth activities officer.

Last Updated: 07-Jun-2022

Action Title: 1.4.2.1 PROJECT: Undertake a community survey to inform the Youth Strategy 2023/2026.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-May-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Youth team, including the Youth Development Officer and the Youth Activities Officer have developed and implemented a Community Survey to inform the Youth Strategy 2023 - 2026. This survey was developed by the team and distributed to youth across the region in a variety of formats, including hard copy, links on websites and phone. The results have been compiled and will help the youth team in conjunction with the Youth Council and the Snowy Monaro Regional Council to produce an effective Youth Strategy 2023 - 2026

Last Updated: 30-May-2022

Library Services

Action Title: 10.1.4.5 PROJECT: Survey community to inform the new Library Strategy 2023-2026

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Nov-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: A Library Survey was conducted in November 2021. There were over 200 responses which was very positive. The survey covered areas such as


- * customer satisfaction
- * types of reading materials preferred
- * how regularly the libraries are being used
- * what services the libraries are used for

There were also several questions on the new Jindabyne Library to capture community wants and needs.

The results have given us a good basis to develop the Library strategy for 2023 - 2030

Last Updated: 21-Dec-2021

Action Title: 5.1.1.1 Continue to provide and maintain the highly successful Tech-Savvy sessions for our seniors to fill an education gap for our seniors.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Due to COVID-19 restrictions, the sessions were put on hold, and critical staff delivering the program resigned from Council. Tech Savvy Seniors is being implemented successfully at both Cooma and Bombala Libraries due to COVID-19 restrictions lifting and more staff being trained to deliver the program.

Last Updated: 11-Apr-2022

Residential Aged Care

Action Title: 1.2.1.3 Maintain service levels and customer satisfaction in accordance with Aged Care Quality Standards. Submit all quality indicators quarterly.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Service levels continue to be maintained at Yallambee and Snowy River Hostels.

Service levels are being maintained and customer satisfaction is being gathered and reported on in accordance with Aged Care Quality Standards. Quality indicators are being submitted quarterly.

Last Updated: 08-Apr-2022

Action Title: 1.2.1.4 Maintain governance in the delivery of community services.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Community Services is continuing to maintain governance in its delivery through the convening of 3 monthly Community Services Advisory Committee Meetings. New Councillors have been appointed to the committee via Council resolution in February 2022.

Last Updated: 11-Apr-2022

Action Title: 1.2.1.6 PROJECT: Transition to a new provider of aged care services within the region.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	In Progress	01-Jul-2021	30-Jun-2022	90%	100.00%	 GREEN

Action Progress Comments: Due diligence period with Sapphire Coast Community Aged Care is ongoing. Significant improvement being delivered in revenue, occupancy and rostering.

Significant improvements in revenue due to ongoing ACFI uplifts currently sitting at approximately \$500,000 per year. Rosters are being reviewed with significant changes which will see us stay well above the minimum minutes per day per resident of care time whilst reducing the cost of salaries and wages.

We are still working closely with Sapphire Coast Community Aged Care with an expected decision regarding the completion of the due diligence period and divestment process to occur in November.


A further update was provided to ELT and Sapphire Coast Community Aged Care 1/7/22. This is still progressing to the November deadline.

Last Updated: 01-Jul-2022

Infrastructure

Civic Maintenance


Action Title: 1.3.1.1 Maintain a range of sporting facilities that meet the standards required for regional and local sporting events.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jean-Monique Hawkins - Supervisor Civic Maintenance	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Sporting fields across the region were subject to spring renovations, consisting of aeration and fertilisation. Some top dressing took place on a number of ovals where the uneven ground was found during regular maintenance. Drop-in cricket pitches were installed in both the Bombala and Jindabyne ovals, ready for the summer sports. Lines are marked for summer sports on Snowy Oval, Nijong and the Cooma Showground ovals. A strong growing season has meant that sporting fields have needed to be mown twice weekly to ensure standards for play are upheld. Transitions from summer sports to winter sports have been actioned. Booka is helping keep track of the scheduling and the tasks needed. Winter sport well underway, with some repairs needed specifically at the Jindabyne Oval, shower heads, leaking toilets, main water pipe to amenities. A leak has been identified at Nimmitabel, main water pipe is deteriorating after each fix and needs replacement. Working with Projects team to scope the replacement of the shower blocks. Have applied for grant funding to replace toilets at Cooma showground near the Rodeo grounds.

Last Updated: 28-Jun-2022

Action Title: 1.3.3.1 Maintain open spaces and parks to be safe, accessible and visually appealing.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jean-Monique Hawkins - Supervisor Civic Maintenance	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Parks and Open spaces have been assessed regularly whilst routine maintenances undertaken. Due to a vigorous growing season, the work load to keep these public places presented at a high level has been challenging. Mowing is occurring on a regular schedule, plants replaced and cared for according to horticultural best practice. Broken fencing and bollards have been replaced in Bredbo Centennial Park, Lights fixed in Delegate. Cleaning up large amounts of vandalism has been a constant. Mowing has been more frequent throughout summer due to excessive growth. Arborist report for Centennial Park received. Annuals planting changeover from pansies to petunias, and in Autumn to pansies again. Trying to be more sustainable utilising horticultural skills to inter plant annuals, reducing purchasing but maintaining a colourful display - Cooma main street, Jindabyne

roundabout. Annual winter plantings for Cooma street planter boxes to begin this week.
Autumn/ winter tree work underway, guided largely by staff and general public who have highlighted hazards.
Have dilemma with Jindabyne foreshore as it is in terrible state, but predicted water to rise again limits the funds we can spend on this area. Teams have begun clean-up of foreshore footpath to ensure safe and accessible for winter influx.

Last Updated: 28-Jun-2022

Action Title: 1.3.3.4 PROJECT: Tender for the operation and management of Council's swimming pools to ensure ongoing contracts are in place.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Keiran Spillane - Manager Community Services	Completed	01-Nov-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: Tender to be undertaken in quarter 4.

No new tenders for pools. Bombala under contract and Cooma will extend their contract.

This is now complete, with no changes in pools as above.

Last Updated: 30-May-2022

Action Title: 3.1.2.2 Undertake regular maintenance and playground inspections ensuring playgrounds are safe and compliant.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jean-Monique Hawkins - Supervisor Civic Maintenance	In Progress	01-Jul-2021	30-Jun-2022	98%	100.00%	 GREEN


Action Progress Comments: Visual inspections of the regions playgrounds have been carried out during daily maintenance visits. Comprehensive inspections and scheduled monthly and recorded. Tender to be undertaken in quarter 4.

Regular inspections carried out and repair, replacements where needed. Currently awaiting replacement flying fox in Jindabyne.

Broken seats and perspex identified and fixed in Centennial park. Soft fall renovation has commenced.


Last Updated: 28-Jun-2022

Action Title: 7.1.2.1 Maintain declared asset protection zones (APZ) as per Snowy Monaro Bush Fire Management Plan to protect the community.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jean-Monique Hawkins - Supervisor Civic Maintenance	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Working with RFS, the APZ zones within SMRC have been identified and staff and contractors are mowing and slashing these accessible areas regular. These sites will continue to be monitored throughout the growing season and maintained accordingly. Many passes have been required during the season due to large growth, discussions and updates with RFS are underway for the updated mapping that will fit the new BFMP. All zones were maintained this season with over \$90 000 claimed for works completed.
Last Updated: 28-Jun-2022

Action Title: 7.1.3.2 PROJECT - Investigate and develop park and open space furniture standard design styles.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jean-Monique Hawkins - Supervisor Civic Maintenance	In Progress	01-Jul-2021	30-Jun-2022	48%	100.00%	

Action Progress Comments: Supervisor Civic Maintenance has been heavily involved in discussions with the SAP team who have utilised their experts to develop a broad spectrum street furniture guide. Agreed materials have been selected, and actual final design is still to be selected and a supplier sourced. The aim of this process is to ensure our townships are furnished with cohesive elements that reflect a high standard of amenity, which in turn will also reduce the randomness of maintenance and replacement costs.

No further progress due to resource constraints.

Last Updated: 06-Jun-2022

Action Title: 7.1.3.6 PROJECT - Investigate and develop a street tree strategy for the region.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jean-Monique Hawkins - Supervisor Civic Maintenance	In Progress	01-Jan-2022	30-Jun-2022	12%	100.00%	

Action Progress Comments: Investigations into how other Councils deliver street tree strategies have begun through online research. Communication with the planning team has been undertaken, with options to support street tree establishment via development contributions have begun.

No further progress due to resource constraints.

Last Updated: 06-Jun-2022

Action Title: 8.2.1.7 PROJECT (CW): Bombala and Delegate Water Treatment Plant Augmentation. Design and commence construction.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Jul-2021	30-Jun-2022	90%	100.00%	


Action Progress Comments: Council resolved to negotiate with the preferred tenderer. This process is currently underway. Following this negotiation the tender will be awarded and design/construction can commence.

The following steps will be taking place:

- Pre award negotiations to start
 - o This process estimated at 8 weeks
- When awarded the project will be at 33% design
 - o Very good start to the design process
- When awarded any variation risk will be minimal
 - o The concept will be very tightly packaged and all deliverables very clearly stated.

Last Updated: 27-Jun-2022

Action Title: 9.1.2.4 Deliver Council's capital works program for roads infrastructure department.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Noting delays due to weather events experienced throughout the financial year, Council's capital works program for the 21/22 Financial Year has completed with some projects rolled over for completion in the new FY.

Last Updated: 11-Jul-2022

Infrastructure -Roads

Action Title: 9.1.1.1 Repair and renewal to the bituminous seal of roads within the sealed road network via the annual resealing program.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	90%	100.00%	 GREEN


Action Progress Comments: The weather has impacted this annual program; however, Council contractors are expected to complete works in June.


Last Updated: 07-Jun-2022


Action Title: 9.1.1.3 PROJECT (CW): Maybe Street / Forbes Street Stormwater Upgrade Design: Council is upgrading the stormwater infrastructure in this area to increase drainage, minimise the risk of flooding and to maintain local Council and residential assets.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	60%	100.00%	 RED
Action Progress Comments: Stormwater infrastructure at Maybe St and Therry St driveway has been assessed. Design completed. Council staff to commence work upon confirmation of surveyor availability. <i>Last Updated: 11-Jul-2022</i>						


Action Title: 9.1.1.4 PROJECT(CW): The Snowy River Way (Maffra Road - Springfield Road Intersection): Council is undertaking an upgrade to The Snowy River Way to increase road shoulder widths to increase motorists safety						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	 RED
Action Progress Comments: Designs completed and Tender submissions received. Due to increasing costs of contractors, Council staff will undertake this work. Due to competing priorities, this work will begin prior to end of calendar year. <i>Last Updated: 11-Jul-2022</i>						


Action Title: 9.1.1.5 PROJECT (CW): Barry Way (Jillamatong Road - Bungarra Lane): Council is undertaking an upgrade to Barry Way to increase road shoulder widths to increase motorist safety.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	30%	100.00%	 RED
Action Progress Comments: 80% design completed. Final design tied in with Barry Way blackspot program. Construction to be undertaken in 2022/23 <i>Last Updated: 30-Mar-2022</i>						


Action Title: 9.1.2.1 Road maintenance schedules are published to inform the community of planned maintenance activities.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
Action Progress Comments: Action Progress Comments: Road maintenance schedules are now being published on a 2 weekly cycle reflecting the reactive nature of the maintenance work being undertaken as we recover from the natural disasters of November 2021 and March 2022. This maintenance schedule will continue into the new financial year. <i>Last Updated: 11-Jul-2022</i>						

Action Title: 9.1.2.2 Maintain transport networks in accordance with Road Maintenance Council Contracts (RMCC) agreement for current agreed roads, and any future additional roads.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
Action Progress Comments: The RMCC contract for the 21/22 Financial Year has completed successfully, and the 22/23 contract has begun. <i>Last Updated: 11-Jul-2022</i>						

Action Title: 9.1.2.3 Councils reactive maintenance strategy for sealed and unsealed roads aligns with the road service level s.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
Action Progress Comments: Roads have been severely impacted by rain events throughout the year, including declared natural disaster events. Due to these rain events there has been a considerable increase of maintenance work in the roads which has stretched Council resources. Additional funding has been secured from the NSW Government following declaration of disaster events and road maintenance work recovering from the November and March declared disaster events is expected to be ongoing. <i>Last Updated: 11-Jul-2022</i>						


Action Title: 9.1.2.5 Repair and/or maintain existing bridges across the Snowy Monaro region.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
Action Progress Comments: Extensive bridge inspection and reporting has been carried out for the bridge network, these reports have been assisting council in understanding the condition of the bridges as well as guide the maintenance program for the bridge network. A number of bridges have been identified for replacement due to the inspection carried out. These inspections will continue into the 22/23 Financial Year. <i>Last Updated: 11-Jul-2022</i>						

Action Title: 9.1.2.7 PROJECT (CW): NSW Funded Road Upgrade Springfield Road: Council is upgrading Springfield Road to overlay the road with a bitumen seal in order to increase connectivity between townships.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	60%	100.00%	 RED

Action Progress Comments: Contractor has been engaged and currently finalising environmental approvals before construction begins.

Last Updated: 11-Jul-2022


Action Title: 9.1.2.8 PROJECT (CW): NSW Funded Road Upgrade Tinderry Road: Council is upgrading part of Tinderry Road with a bitumen seal to increase connectivity and reduce maintenance.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	80%	100.00%	 AMBER

Action Progress Comments: Construction works are being carried out by Council. Currently working on earthworks. The project has been heavily impacted by rain events since construction started, with more recent March disaster events having a major impact. Significant impact on budget and time has been experienced. Council teams are expecting a completion date in early September.

Last Updated: 11-Jul-2022


Action Title: 9.1.4.1 Inform the public about road safety.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: After the resignation of Council's previous Road Safety Officer, a new Road Safety Officer has been appointed with a start date of 25 July 2022 to continue informing the public regarding road safety.

Last Updated: 11-Jul-2022

Action Title: 9.1.4.2 PROJECT (CW): Leesville Estate Intersection Upgrade Design: Council is upgrading the intersection with Leesville Estate Jindabyne and the Barry Way to increase motorist safety.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Zachary Crombie-Brown - Acting Manager Infrastructure	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	 RED

Action Progress Comments: Design works are in progress and currently being designed in conjunction with Barry Way Safer Road Program for delivery in 2022/23.


Last Updated: 11-Jul-2022

Land & Property

Action Title: 1.1.1.1 Continued maintenance and repairs of WerriNina, Snowy River Health Centre, and Berridale Surgery sites.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Maintenance and repair works progressively actioned at the sites (3) throughout 2021/22 FY - Achieved.						
<i>Last Updated: 30-Jun-2022</i>						
Action Title: 1.1.1.2 PROJECT: Formation of a Building Management Committee to oversee delivery obligations related to the Building Management Statement, specific for the SRHC.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	In Progress	01-Jul-2021	30-Jun-2022	80%	100.00%	<div><div></div><div></div><div></div></div> AMBER
Action Progress Comments: To carry over in 2022/23 due to stratum registration processing delay - The formation of the Building Maintenance Committee is linked to, and dependent on, the final subdivision approval by Council's Planning team.						
<i>Last Updated: 30-Jun-2022</i>						
Action Title: 1.3.1.6 Operate and maintain the Snowy River Health Centre (SRHC) in accordance with DoHA requirements.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Achieved throughout 2021/22 FY - The activities necessary for the ongoing, quality operations at the SRHC continue to be ably delivered. Ongoing consultation with the Commonwealth continues to ensure that alignment with DoHA parameters (linked to the capital funding requirements that established the facility) is maintained.						
<i>Last Updated: 30-Jun-2022</i>						
Action Title: 12.3.2.2 PROJECT: Demonstrate elevated engagement with Snowy Hydro Limited with the aim of securing further positive outcomes for foreshore public space engagement.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Achieved for 2021/22 FY - Collaboration on the Management Plan development for the East Jindabyne foreshore area has been initiated. Broader general consultation between SMRC Infrastructure/Land & Property and SHL is ongoing.						
<i>Last Updated: 30-Jun-2022</i>						


Action Title: 2.2.2.1 PROJECT: Maintenance schedule developed for key sites such as the Raglan Gallery and the upgraded Bombala Arts & Innovation Hub (former TAFE building).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Maintenance actioned as able (in terms of functional sites) & required throughout 2021/22 - Routine asset inspections and development of condition reports and maintenance schedules for Council assets is the longer term, system aim. The Bombala Arts & Innovation Hub upgrade has yet to be finalised. Progressive maintenance needs to be confirmed upon handover from Corporate Projects to Operations (L&P) once complete.

Last Updated: 30-Jun-2022


Action Title: 2.2.2.2 PROJECT: Investigate the broader structural needs of the Raglan Gallery site in order to discern capital treatment options to support ongoing site sustainability.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Wind and drainage issues (water pooling behind the walls and underneath the stone footings and potential earthquakes loadings), combined with the wall material reaching its life span are the root of issues at the site. A broader assessment of permanent fix options, including assessment of the overarching site drainage, will be required in the longer term as the ongoing sink issue does not exist in isolation. Development of a holistic, formal engineering assessment requires future grant funding pursuit/budget allocation in order to validate the capital requirements for the site.

Last Updated: 11-Apr-2022

Action Title: 2.2.2.3 PROJECT: Maintenance schedule developed for key sites, including any new sites that activate.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Maintenance actioned as able (in terms of functional sites) & required throughout 2021/22 - 21/22 financial year has required an adaptive response to the altered maintenance needs of sites, as mandated by COVID-19 issues and the impacts of extreme weather events. Routine asset inspections and development of condition reports and maintenance schedules for Council assets is the long term aim. With Council's Assets Team progressively developing and seeking to enhance the Asset Management System, this data will enable maintenance schedules to be developed enterprise-wide; inclusive of sites within the Land & Property portfolio.

Last Updated: 30-Jun-2022

Action Title: 8.2.6.1 Maintain and improve the standard of public infrastructure to maximise cost/benefit balance.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Teena Paterson - Coordinator Land & Property	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
<p>Action Progress Comments: Maintenance actioned as able (in terms of functional sites) & required throughout 2021/22 - The 21/22 financial year has required an adaptive response to the altered maintenance needs of sites, as mandated by COVID-19 issues and the impacts of extreme weather events. Routine asset inspections and development of condition reports and maintenance schedules for Council assets is the longer term, system aim. With Council's Assets Team progressively developing and seeking to enhance the Asset Management System, this data will enable maintenance schedules to be developed enterprise wide; inclusive of sites within the Land & Property portfolio.</p> <p><i>Last Updated: 30-Jun-2022</i></p>						

Resource & Waste Services

Resource & Waste

Action Title: 7.1.3.5 PROJECT (CW): Maintain leachate control systems and stormwater management at Bombala landfill –engage internal department or external contractors to cleanout current stormwater drainage and leachate control areas.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	Deferred	01-Mar-2022	30-Jun-2022	75%	100.00%	<div><div></div><div></div><div></div></div> AMBER

<p>Action Progress Comments: Currently waiting on an external contractor quote to undertake the work required. 31.1.2022 following up on quotes.</p> <p>Due to contractor availability and no quotes being received the project is currently stagnant. 2.5.2022</p> <p>Project is currently still stagnant due to unavailability of contractors to undertake works, will look at staff undertaking the works required for control of lea chate and storm water 22/23 - 30.06.2022</p>
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Last Updated: 30-Jun-2022

Action Title: 7.2.3.3 PROJECT(CW): Weighbridge IT system replacement to renew dated hardware and software to provide consistency across facilities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	In Progress	01-Jul-2021	30-Jun-2022	92%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN

Action Progress Comments: Three companies have submitted the scope of works and quotes and are currently being evaluated a decision as to preferred contractor will be made by 29 April 2022 - 22.04.2022


Evaluations have been undertaken and waiting on approval to engage preferred contractor 2.05.2022

Approved consultants Mandalay Technologies have been awarded to contract to harmonise the weighbridge and administration systems for each landfill site, this project has already commenced and all going well should be implemented by September 2022.30.06.2022

Last Updated: 30-Jun-2022

Waste Facilities


Action Title: 10.3.1.1 Participate and partner with external stakeholders such as CRJO to partner in regional waste management.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: attending scheduled external stakeholder meetings 10.08.2021
attended scheduled external stakeholder meeting 25/11/2021
throughout the past 6 months, I have attended CRJO Waste team meetings via Teams. With many waste and recycling subjects being discussed along with what impacts the newly released NSW Waste and Sustainable Materials Strategy 2041 will have on each of the council regions.
Scheduled meeting for February 2022 has been set as a reserved date yet to be confirmed. 31.1.2022
the 2022 Waste conference is underway with Council Waste Education staff member attending, this will give her great networking options along with teaming up with other education officers from across NSW. 2.05.2022
Continued communications and meetings with internal and external stakeholders continues. 30.06.2022

Last Updated: 30-Jun-2022


Action Title: 11.2.2.7 Environmental Protection Licence (EPL) annual reporting to ensure licence conditions are met.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: EPA and WARR annual reports have been completed 7.12.2021

Last Updated: 11-Apr-2022

Action Title: 7.1.3.1 Investigate further expansion of kerbside collections and Bank of Bins (BOB) services.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: August 2021 has seen the final improvements being made to the former Michelago Fire Shed in to what is now a very well utilised Bank of Bins service for the rural residents surrounding Michelago. Since opening the facility to the rural residents Council has received 78 applications and numerous emails from residents both thanking Council for the

service and passing on additional recycling options for the facility. Council has also installed a mini Community Recycling Centre Unit for the acceptance of household batteries, fluoro tubes and globes, smoke detectors and ink cartridges.

In other areas across the LGA further Bank of Bins Services have seen new installations and expansions to Moonbah, Snowy River Way, Alpine Way, Caddigat Road, Rockwell Road and Avonside Road. The installation and expansion to these areas has been due to residential interest in the service with more residents taking up the opportunity to access these services.

Refurbishment of Jerangle Bank of Bins is being investigated 2.05.2022

Smiths Road Saturday morning collection service will be re-established after the lifting of Covid-19 restrictions and comments received from the Smiths Road community.

Moonbah BOB has been relocated to ensure residents have full access due to the wet weather causing boggy areas, the BOB has also been extended to allow for more residents in the area to utilise the service.


Further expansions to the Bank of Bins Service at Smiths Road is under investigation with an Expression of Interest being sent to residents in The Angle Crossing area with a closure day of February 11 2022.

Due to the wet weather improvements for access to the Moonbah Bank of Bins is now being investigated and scheduled works should be undertaken during February 2022 weather permitting. 31.1.2022

Community discussions have taken place with the Delegate PA and community members in relation to conducting a survey of interest in the placement of BOBs within the area for rural residents to utilise 30.06.2022.

Last Updated: 01-Jul-2022

Action Title: 7.2.3.1 Provide domestic and commercial waste, recycling and FOGO kerbside collection services.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: New kerbside services continue to be investigated and have seen the established of kerbside collection services along Hilltop Road, Geickle Creek Road and Old Settlers Road in the Jindabyne region and Dry Plains Road area and Monaro Highway within the Cooma region. Further expansion to kerbside collection services are being investigated and will hopefully be established in 2022.

Investigations are underway to extend the kerbside service further along Church Road and Maffra Road.

Team Leader for Cooma Collections has resigned, recruitment process underway once this has been finalised then further planning with the new team leader will occur. 2.05.2022

Berridale team leader is working on servicing plans as new subdivisions are coming on line. 2.05.2022

new areas of extension continue to be investigated. 30.06.2022

Last Updated: 01-Jul-2022

Action Title: 7.2.3.2 Audit Council's kerbside bins and public street bins to understand how the management of kerbside waste is performing across the region and to gauge disposal behaviour within the community.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Mandy Thurling - Manager Resource and Waste Services	In Progress	01-Feb-2022	30-Jun-2022	98%	100.00%	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> GREEN
<p>Action Progress Comments: Tender being drafted to source consultants to undertake Bin Audit 10.08.2021</p> <p>Once the tender process has been undertaken and a successful consultant appointed, a kerbside bin audit will be undertaken to allow Councils Resource and Waste Services to better understand to contents of each bin and what materials are being placed in what bin for disposal. The final report will then allow for better targeted education to ensure that council are meeting NSW EPA targets.</p> <p>Tender due to go out this week ending 4.2.2022 - 31.1.2022</p> <p>Tender is currently out on Vendor Panel due to close 10 March 2022.</p> <p>EC Sustainability have been engaged to undertake the kerbside audit which will take place early May 2022.</p> <p>The audit has now been carried out and am waiting on the final outcome report before total completion. 30.06.2022</p> <p><i>Last Updated: 30-Jun-2022</i></p>						

Water & Wastewater

Wastewater Operations

Action Title: 1.1.2.4 Council repairs sewerage main breaks and chokes to maintain service delivery.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Twenty two sewer incidents have been reported in May and June 2022 in the Cooma, Bombala and Snowy areas. We achieved the required less than 20 repairs/chokes per 100km per year.						
<i>Last Updated: 27-Jun-2022</i>						

Action Title: 1.1.2.5 Council responds to sewerage incidents (including main breaks and chokes) in a timely manner to ensure maintained service delivery.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: All sewerage incidents at the treatment plants as well as within the networks were responded to within 4 hours throughout the year.						
<i>Last Updated: 27-Jun-2022</i>						

Action Title: 1.1.2.6 Council monitors the total water and sewerage complaints in a year to obtain data for service improvement.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: There were forty nine water and sewerage complaints received in May and June 2022. We achieved the required less than 50 complaints per 1000 connections for the year.						
<i>Last Updated: 27-Jun-2022</i>						


Action Title: 7.2.1.2 Council's Sewage Treatment Plants must comply with NSW Environment Protection Authority (EPA) licence conditions to protect the environment.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
<p>Action Progress Comments: All sewage treatment plants are complying with their individual EPA license requirements.</p> <p>The following exceedances were recorded for May 2022:</p> <p>Aminaby STP 11/05/22 - Exceed faecal coliforms</p> <p>Cooma STP 18-20/5/22 - Decant cable break resulting in bypass of treatment process and concentration limit exceedances</p> <p>The following exceedances were recorded for June 2022:</p> <p>Aminaby STP 8/6/22 – faecal coliforms over 100th percentile limit.</p> <p>Berridale STP 8/6/22 – faecal coliforms over 100th percentile limit.</p> <p>Jindabyne STP 8/6/22 - pH exceeding 90th percentile limit (however this is the first occasion so it isn't a non-compliance yet)</p> <p><i>Last Updated: 27-Jun-2022</i></p>						

Action Title: 8.2.1.8 PROJECT(CW): Adaminaby Sewage Treatment Plant - commencement and construction						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Jul-2021	30-Jun-2022	65%	100.00%	 RED
<p>Action Progress Comments: The Adaminaby STP is moving slowly ahead and is being hampered by bad weather at the moment. The contractor is struggling to get resources on site and SMRC is working closely with the contractor to assist in moving the project forward.</p> <ul style="list-style-type: none"> • SBR (Sewer Bio reactor) complete • Inlet works complete • Electrical works started • Foul water pump station 90% complete • Electrical switch board installed <p>Due to the lateness of the season there may be some non-critical concrete pours that will need to wait until after winter to be completed due to freezing temperatures.</p> <p><i>Last Updated: 27-Jun-2022</i></p>						

Action Title: 8.2.2.4 PROJECT (CW): Bombala Wastewater Treatment Plant Augmentation Construction. Completion of final stage.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: The contract for the STP is now finalised with the final payment claim for the contractor being negotiated. There are still some minor bugs in the system but in all the plant is running very well and ultimately has been a great success.						
Last Updated: 27-Jun-2022						

Action Title: 8.2.2.8 PROJECT (CW): Water and sewer telemetry upgrades.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-May-2022	30-Jun-2022	5%	100.00%	<div><div></div><div></div><div></div></div> RED
Action Progress Comments: The scope of works is being compiled. Once completed an RFQ will be called to appoint a contractor to execute this upgrade.						
<i>Last Updated: 27-Jun-2022</i>						

Action Title: 8.2.2.9 PROJECT (CW): Install Jindabyne SPS4 new pump.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Deferred	01-Jul-2022	30-Jun-2023	25%	100.00%	 RED

Action Progress Comments: This project has been deferred until a full project plan can be put in place.

Last Updated: 25-Mar-2022


Action Title: 8.2.2.10 PROJECT (CW): Cooma water treatment plant inlet and outlet flowmeters.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Mar-2022	30-Jun-2022	15%	100.00%	 RED

Action Progress Comments: This project has been incorporated into one major capital works project for upgrades at the Cooma WTP. See update in 8.2.2.6.

Last Updated: 27-Jun-2022


Action Title: 8.2.2.11 PROJECT (CW): Install Jindabyne SPS 1 new pump set.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Sep-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The second set of pumps are still awaiting delivery. The pump station is fully functional without these pumps and once they arrive they will be installed.

Last Updated: 24-Jan-2022


Action Title: 8.2.2.13 PROJECT (CW): Install Berridale STP Alphas dosing system.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Dec-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Alphas dosing system has now been installed at Berridale STP. This system will only be used when needed, primarily during the winter season.

Last Updated: 25-Mar-2022


Action Title: 8.2.2.14 PROJECT (CW): Install water and wastewater Mt Roberts Tower replacement.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Deferred	01-Jul-2022	30-Jun-2023	1%	0.00%	 GREEN

Action Progress Comments: The project has been delayed due to staff shortages and is deferred to FY 2022/23.

Last Updated: 25-Feb-2022

Action Title: 8.2.6.6 PROJECT (CW): Undertake Bombala Timor Street Pump Station upgrade.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Jul-2021	30-Jun-2022	75%	100.00%	 AMBER

Action Progress Comments: Approvals are still ongoing. Once received construction will commence.

Last Updated: 27-Jun-2022

Water Operations


Action Title: 1.1.2.1 Unplanned water interruptions impact on Council's service delivery of safe water. Council endeavours to reduce the number of interruptions to maintain service.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: No unplanned water interruptions have been recorded for May and June 2022. We achieved the required less than 50 interruptions per 1000 connections for the year.

Last Updated: 27-Jun-2022


Action Title: 1.1.2.2 Council responds to water incidents (burst and leak) in a timely manner to ensure that supply interruption is as minimal as possible.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Twenty five water incidents (leaking service, faulty meters, and aged assets) were reported in Cooma, Bombala and Snowy areas in May and June 2022. This was attended to in less than 4 hours and resolved.

Last Updated: 27-Jun-2022


Action Title: 1.1.2.3 Council responds to reticulated water quality complaints to ensure that the public are drinking safe water.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Two dirty water complaints have been received in May and June 2022 in the Cooma and Snowy areas. We achieved the required less than 20 complaints per 1000 connections for the year.

Last Updated: 27-Jun-2022


Action Title: 7.2.1.1 Council supplies reticulated potable water to many towns and villages across the region. Potable drinking must meet a high level of compliance to ensure public health safety

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Council has continually supplied potable water that meets Australian Drinking Water Guidelines throughout the year.

Last Updated: 27-Jun-2022


Action Title: 7.2.2.1 Council repairs water main breaks as a matter of urgency to ensure that the supply is returned to normal as soon as possible.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: No water main breaks were recorded for May and June 2022.

Last Updated: 27-Jun-2022

Action Title: 8.2.2.6 PROJECT (CW): Cooma Water Treatment Plant raw water pump and variable speed drive upgrade.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Mar-2022	30-Jun-2022	15%	100.00%	 RED

Action Progress Comments: This project will be incorporated into one major capital works project for upgrades at the Cooma WTP.


The Cooma WTP upgrades for the raw water intake is still going through the full scoping phase and will be ready for operational review prior to the consultancy brief being released by the end of July 2022. There has been some movement in preparation of the project with some badly damaged and dangerous trees being removed.

This has improved operational safety considerable and has made the working environment for the operational personnel more pleasant.

- Operational discussions have taken place
- SOW has been mostly agreed on
- Target for Consultancy agreement release end of July 2022

Last Updated: 27-Jun-2022


Action Title: 8.2.2.7 PROJECT(CW): Kalkite Sewage Treatment Plant electrical upgrades.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Mar-2022	30-Jun-2022	20%	100.00%	 RED

Action Progress Comments: The design for the electrical upgrades has been completed and is going through the approvals process for the electricity supplier. These works are hoping to be undertaken starting August 2022.

Last Updated: 27-Jun-2022


Action Title: 8.2.2.12 PROJECT (CW): Install Bombala reservoir 2 Avdata Standpipe.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	Deferred	01-Jul-2022	30-Jun-2023	5%	0.00%	 GREEN

Action Progress Comments: During the investigations for the ideal location for the standpipe wider network issues were identified. The network will require upgrading prior to installation of the standpipe and therefore this project will not be progressing at this stage.

Last Updated: 25-Feb-2022

Action Title: 8.2.6.5 PROJECT (CW): Water reservoir fencing and WHS upgrades at various reservoirs across the region.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Jessica Dunstan - Manager Water Wastewater Operations	In Progress	01-Jul-2021	30-Jun-2022	70%	100.00%	 AMBER

Action Progress Comments: Further upgrade plans are currently being developed by the contractor. Once these are completed work will take place.


Last Updated: 27-Jun-2022

Strategy Portfolio

Strategy

Corporate Projects

Action Title: 1.2.2.1 PROJECT: Yallambee Lodge upgrade: Demolition of the old service station and commence construction of extension. Budget Note: Funds to be carried forward from 2019/20 budget.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cherie McNair - Senior Project Manager	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: This forms part of the bigger Yallambee Lodge extension project.

SMRC purchased the former garage on Mittagang Rd. The petrol/diesel tanks had been removed prior to purchase, however the garage/cafe remained.

The former Garage on Mittagang Rd has now been completely demolished and waste removed from site. As detailed investigations were not undertaken at the time of purchase, a significant amount of asbestos contaminated fill (300 tonnes) was removed from site during the demolition.


McMahons Earthmoving was appointed for the demolition via a RFQ. Their methodology ensured that all non-contaminated materials (trees, concrete, steel) was recycled.

Keane Environmental undertook air monitoring and soil testing.

Clean fill from the Sale Yards (from the Truck Wash Project) is still waiting to be transported to the site - hold ups with McMahons Earthmoving.

Last Updated: 02-Jun-2022

Action Title: 1.3.1.3 PROJECT: Lake Jindabyne Shared Trail Program of works commencement. Tyrolean Village section commencement to start June 2022.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cherie McNair - Senior Project Manager	In Progress	01-Jun-2022	30-Jun-2022	38%	100.00%	 RED

Action Progress Comments: SMRC continues to work towards completion of planning and procurement. Presentation of consultants reports to date to be undertaken early July to key staff, Traditional Custodians, affected landholders, and key community contacts.

The Regional Trails master plan component of the project is now 100% complete.

PWA: have met with SMRC to discuss way forward concerning 5 ALC's affecting Crown Land and general progress

We have requested and additional ALC search requested on further parcel of crown land. We have drafted Terms of Easement for Right of carriageway (as per legal advice received from BMR).

Drafted opening letter to land owners, currently being reviewed.

Activity for July/August

- Data to be uploaded into Acquisition Hub

- Obtain status searches for Crown Land; once received, submit application to Crown Lands portal
- Request GIS team to prepare aerial plans of the land affected by easement and show locations of easement over each parcel of land (once mapping received from Cardno)
- Obtain 3 quotes from valuers
- Reassess following updated surveys completed

Apex Archaeology:
Completed most field surveys (due to adverse weather conditions, some still outstanding) and commenced liaison with BBLALC to schedule excavation program within several PAD areas; another area has been identified of PAD/artefact scatter within Stage 5.1 (other areas already identified in Stage 1.1 and 2.1)


July/August/September Activity
- Continue to prep and submit ACHA for Tyrolean section
- Finalise fieldwork
- Draft report will be prepared post fieldwork (noting delay until October testing can be completed)
- Submit report
- Schedule testing for October within PAD areas
- Tyrolean: Submit ACHA to HNSW for AHIP

The Environmental Factor:
JST Sections 2.1 and 3.1:
Completed fieldwork assessments and now commencing work on BAR and SEE for both projects

July/August
Prepare the report, following confirmation of BAR/BDAR
Revised SEE based on advice from SMRC planning department; 'Environmental Facility' gives consent in the applicable land zoning
Additional site assessments for end of May to work toward finalising the ACHA
Apex to incorporate any feedback received into ACHA following site assessments (expected early June)
Targeted flora and fauna survey costings to determine next steps
Investigate the possibility of utilising the rehabilitated trail sections as a stewardship program to provide credits to offset new impact areas

Last Updated: 29-Jun-2022


Action Title: 1.3.1.4 PROJECT: Cooma and Bombala swimming pool upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cherie McNair - Senior Project Manager	In Progress	01-Dec-2021	30-Jun-2023	13%	100.00%	 RED

Action Progress Comments: The Stronger Country Communities Deed SCCF2 has been received and will now cover the entirety of the Cooma Pools works and fund the demolition of Bombala existing plant. The Bombala works will be covered under the Deed of SCCF4.
Public Works have been engaged to undertake both projects simultaneously and with a program that reflects minimal disruption to the swimming season.
Meetings have been held with the COO and Manager Community Services
Meeting has been held with PWA, Manager Community Services and Contractor/Managers of the Cooma Pools. The Contractors responsible for the Bombala Pool have not responded to emails or calls.
SMRC Communications team are liaising with Ministerial Offices and will commence community notifications on timing and scope of works.
Procurement expected to commence mid-July.

Last Updated: 29-Jun-2022

Action Title: 1.3.1.5 PROJECT: Jindabyne Sports Ground Amenities/Change rooms upgrades, Stage 1. (WO0403)


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Emma Smith - Project Support Officer	In Progress	01-Dec-2021	30-Jun-2022	15%	100.00%	

Action Progress Comments: Davone Constructions were the successful tender applicant. Currently waiting to see when they can fit us into their schedule. In the meantime we are in the process of completing a variation request for an extension of time.

Risk: Works will need to be completed without disruption to the sporting season. The project could be delayed and require an extension of time due to the high demand for tradesmen at the moment.

Last Updated: 24-Jun-2022

Action Title: 4.1.4.1 PROJECT: Project management framework is in place to ensure consistency and strategic decision making.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cherie McNair - Senior Project Manager	In Progress	01-Jul-2021	30-Jun-2022	98%	100.00%	

Action Progress Comments: Documents are in circulation for all SMRC staff to utilise.

July/August


Small updates and changes to be made and then re-uploaded to new intranet and 'Project Light' version to be made available on the SMRC public website.

Policy and Procedures documents have been drafted and will commence process for adoption.

Additional AIMM training for new staff, or those who missed training sessions of late 2021 to be undertaken in September 2022

Last Updated: 29-Jun-2022

Action Title: 7.1.3.3 PROJECT (CW): Undertake concept design for Jindabyne transfer station and identify funding opportunities.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Graham Hope - Project Specialist	In Progress	01-Dec-2021	30-Jun-2022	5%	100.00%	

Action Progress Comments: Snowy Hydro have agreed to the provisional survey. GHD will look at transferring concept designs originally slated for the landfill site to the new site.

Last Updated: 14-Jun-2022

Action Title: 7.1.3.4 PROJECT(CW): Resource and Waste Strategy: Commence works on priority projects once the Resource and Waste Strategy has been adopted.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Graham Hope - Project Specialist	In Progress	01-Nov-2021	30-Jun-2022	10%	100.00%	 RED

Action Progress Comments: EPA to visit confirmed for 21th June. Report will be available soon after.

Four legacy landfill sites visits to be arranged:

Anglers Reach Landfill
Eucumbene Transfer Station
Rocky Plains Landfill
Berridale Landfill

Last Updated: 24-Jun-2022


Action Title: 8.2.6.2 PROJECT (CW): Cooma Streetscape and Beautification (completion 2023).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Graham Hope - Project Specialist	In Progress	01-Jul-2021	30-Jun-2022	65%	100.00%	 RED

Action Progress Comments: Two out of three driveways outside High Country Automotive completed. Work to commence on fourth segment early July.

Last Updated: 24-Jun-2022


Action Title: 8.2.6.3 PROJECT: Cooma Truck Wash Upgrade Budget Note: Funds to be carried forward from 2019/20 budget.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cherie McNair - Senior Project Manager	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: Awaiting final payment from Restart (Infrastructure NSW)

Last Updated: 23-May-2022

Action Title: 8.2.6.4 Bombala Ginger Leigh Playground & Parking Upgrade - Stage 1


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gary Finn - Project Support Officer	In Progress	01-Jul-2021	30-Jun-2022	52%	100.00%	 RED
<p>Action Progress Comments: The community is fully engaged in this project through a group of young mothers, additionally: LIONS club are purchasing seating for \$8,506.00 Libbys Place donating \$4,860.00 Kath Farrell (other Bombala community group) donating \$8,926.00 to play equipment Garden club supplying and installing small trees, Rotary are considering a purchase of play equipment, Mens clubs considering construction of small play shop .</p> <p>RISK: Unsuitable material uncovered during boxing out which has resulted in significant variation to complete the works - \$211,695.00 ex GST.</p> <p>OPTIONS: 1. Find additional funding - Result - completed works 2. Fill excavation - Road base, Roll, trim and apply gravel - Result - Playground complete, RV Dump Point not completed</p> <p>Actual Project due date 31/03/2023 Last Updated: 27-Jun-2022</p>						

Action Title: 9.1.1.2 PROJECT (CW): Aaminaby Baker Street Stormwater Upgrade Design: Council is upgrading the stormwater infrastructure in this area to increase drainage, minimise the risk of flooding and to maintain local Council and residential assets.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Graham Hope - Project Specialist	In Progress	01-Jul-2021	30-Jun-2022	5%	100.00%	 RED
<p>Action Progress Comments: Quote for Storm Water and Road Design being completed.</p> <p>Last Updated: 24-Jun-2022</p>						


Action Title: 9.1.2.6 PROJECT (CW): Continue Bobeyan Road Upgrade Sealing Aaminaby to ACT Border (4 year project).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Arthur Wilkinson - Infrastructure Engineer	In Progress	01-Oct-2021	30-Jun-2024	34%	100.00%	 RED
<p>Action Progress Comments: Back Creek section commenced in September and nearing completion. Separable Portion 3c - 7.5km section due to commence in February. Contract and program currently being reviewed between SMRC and SVC.</p> <p>29/3/22 update: SP-1A (Back Creek Box Culvert) Complete. Work commenced on SP-3C. (Jones Plains Int to Shannons Flat Int) approx 7.5 KM Assessment of design for Jones Creek Xing SP-1B. Preparation for Blasting in SP-3A(2). Consultant for Aboriginal Cultural Heritage Assessment in SP-3E engaged.</p> <p>Update June-22 Aboriginal Cultural Heritage Assessment in SP-3E underway. Bridge D&C contract preparation for Jones Creek Xing SP-1B underway. Contract for SP-1C (Ashvale to Jones Plains) out for signatures.</p> <p><i>Last Updated: 02-Jun-2022</i></p>						

Fleet and Plant

Action Title: 8.2.2.1 Replace identified plant items for financial year in alignment with the fleet management procedure.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2021	30-Jun-2022	58%	100.00%	 RED
<p>Action Progress Comments: Supply issues have some vehicles exceeding km limits. Truck and plant replacements are tracking as intended. There is a risk to Council that vehicle reliability could be compromised and residual values decrease as additional km are added. The capital budget for general fund purchases was exceeded. General fund replacements are on hold - budget adjusted to reflect vehicle retention time frames. Delivery of committed purchases only.</p> <p><i>Last Updated: 21-Apr-2022</i></p>						

Action Title: 8.2.2.2 Servicing and repair of Council's plant and fleet assets.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2021	30-Jun-2022	98%	100.00%	 GREEN

Action Progress Comments: Council operate three mechanical repair workshops to meet the service and repair requirements for their fleet assets. Financial year to date fleet have completed 1047 maintenance work orders with an average downtime of 4.77 hrs. This indicates that plant availability for 251 workdays is >99%. There were several exceptions that experienced high downtime up to 305 hrs. Downtime is the total time that plant and equipment is unavailable due to maintenance and repair. Downtime greater than actual repair time for unscheduled maintenance (28%) has seen a significant increase. There are no industry benchmarks for downtime but Fleet do monitor as a performance indicator. Downtime above repair time for the last two calendar years was, 2019 – 8.9%, 2020 – 29.3% and 2021 year to date is 48.9%. This data indicates the increase for last year has continued into this year. This increase is primarily due to parts supply chain issues which is a global problem due to COVID. This has significantly impacted some plant availability. Maintenance performance analysis is regularly undertaken against benchmarks to ensure effectiveness. Benchmark ratio for scheduled vs unscheduled maintenance is 50:50 with a target ratio of 70:30 (IPWEA). Council fleet is currently 72:28.

There is risk to Council that plant unavailability can lead to higher contractor utilisation which can impact budget constraints. The review of plant utilisation does indicate that in some plant categories utilisation can increase to fill these gaps.

Last Updated: 22-Jun-2022


Action Title: 8.2.2.3 Maintain annual and ten year plant replacement program.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Fleet liaise with Service Managers annually to ensure current and predicted asset types/ levels are suitable, sustainable and safe to meet their service function requirements. The current program has been distributed for review on 4 November and feedback is expected by 7 January. Annually the vehicle fleet undergoes a cost of ownership analysis which guides retention times and forecast residual values for the replacement program. Plant and truck utilisation is reviewed annually against recognised benchmarks (IPWEA) which guides replacement cycles for these assets. Service Manager buy in has been inconsistent in some areas in the past which could impact their service delivery capacity by not identifying plant requirements. Fleet are providing a more targeted approach this year. Service Manager review of replacement program has taken place. Information being compiled to prepare budget submission. Report to ELT (18/2/22) to retain passenger vehicles for five years aligning with commercial vehicle changeover. Capital budget submitted for next financial and 10yr forecast reflection adjusted replacement program.

Last Updated: 21-Mar-2022

Action Title: 8.2.2.5 PROJECT: Plant & Vehicle capital replacement program.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2021	30-Jun-2022	58%	100.00%	 RED


Action Progress Comments: Fleet have 62 major plant purchases identified for this financial year, of these 36 are underway or complete. COVID has impacted supply of all plant and equipment. Automotive suppliers have had issues providing 2021 built vehicles and pricing for 2022 vehicles only available since early December. Advice from suppliers that supply of vehicles is still problematic for 2022.

There's risk to Council that vehicle reliability and residual values could be impacted. Increased maintenance needs would place greater stress on understaffed fleet services which in turn can lead to greater outsourcing thus impacting maintenance budgets. 10yr Capital replacement program has been adjusted reflecting decision to retain all vehicles to 5 years.
Last Updated: 24-May-2022

Governance

Action Title: 10.1.4.1 Maintain a delegations register that is available for public viewing.


Delegations enable staff to undertake their duties in accordance with the legislative framework they work under

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The current delegations are available for public view on the internet. The register is updated as required and a full review scheduled for August 2022. Ongoing work to implement the Local Government Legal (LGL) database for improved services forms a component of the Governance Services Review 2021. The project to implement the LGL database is scheduled to commence 17 January 2022.

Last Updated: 20-Dec-2021

Action Title: 10.1.4.2 Ensure policies are current and relevant.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	60%	100.00%	 RED


Action Progress Comments: 28.06.2022 A vacancy in the Governance team has delayed progress in this area. Planning to have a policy review schedule in place by end of September 2022 provided the current vacancy is filled by mid July 2022.

Existing published policies being transferred to new web platforms with formatting in an updated style guide as an initiative of the Communications team. Contact made with the executive assistants group (KEEN) and Communications team to ensure staff updating policies are advised to also review accuracy and currency of their transferred policies.

Implementing a framework and schedule for policy register maintenance and review forms a component of the Governance Services Review 2021. By the end of the reporting period we expect to have a framework and schedule set out to manage a cyclic review of policies. All of Council's policies will not be reviewed and updated by 30 June 2022 given the available resources. However a progress update will be provided by the end of reporting period to confirm the status of the framework and estimate of policy renewal timeframe.

Last Updated: 28-Jun-2022


Action Title: 10.2.2.1 Collation and production of council meeting business papers.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Secretary Council and committees (SCC) resides within the Executive Office and successfully collates and produces council meeting business papers. The papers are produced for ELT review before dissemination through a number of media including a purpose configured website for Councillor's convenience and printed hard copy for councillors requiring them. The business papers are available for public view through Council's website.

Last Updated: 28-Jun-2022


Action Title: 10.2.2.2 Provide accurate record of resolutions made at Council meetings.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Minutes of council meetings are approved by the CEO, adopted by Council and retained in council's corporate systems. Meeting minutes and webcast recordings are available to view on Council's website. The transfer of Secretary Council and Committees role (responsible for the drafting of minutes at council meetings) to the Executive Office was a recommendation of the Governance service review (2021) and completed in August 2021 with procedures, training and ongoing support provided by the governance team.

Last Updated: 11-Jan-2022

Action Title: 10.2.3.1 Manage records in accordance with the NSW State Records Act.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	25%	100.00%	 RED

Action Progress Comments: 28.06.2022 A vacant position in the records team has delayed project planning to implement service review recommendations. Provided the recruitment currently underway is successful project planning will resume in FY 22/23.

30.05.2022 - The aim to manage all records fully in accordance with the State Records Act is a long term goal that will require a long term view of achievement. Contact with end users to address current issues is being used to discuss practical options for process improvement. Project plans are being developed to define priority areas of concern and improvement. It is expected project plans will be completed during FY 22/23.

09.05..2022 - Work continues with the new Team Leader in place in assessing current use characteristics in consultation with staff and identifying improvement opportunities

A review of Records management services concluded in August 2021 which found basic functions records management in place and made a number of recommendations to enable improved compliance with the State Records Act (SRA).

The review included evidence of approximately 1.7 million electronic files stored on at least four different drives in Council's corporate systems and an estimated 50% of staff not having the required training to successfully comply with the SRA. At the time this action was adopted the extent of the deficit in Records Management across the business was suspected but unspecified. 100% compliance with the SRA within the current reporting period is not possible with current resources. The service reviewer also noted that none of the Local Government agencies in their experience fully complies with the SRA.


The review contained recommendations regarding an improved Records Team structure which was approved and at 20/12/2021 a new Team Leader Records position has been recruited with the new officer to start 10 January 2022.

The position has been designed to enable an uplift in process improvement and continuous improvement programs to embed a culture of evolving knowledge management. A prioritized improvement program is in development and a project plan to be developed with Team Leader Records Management during Q3. The program will enable an assessment of the current state and inform a project plan to enable Council to reach towards compliance with the SRA.

The service review also suggested that the team will need additional resources to realise improvement programs in a timely manner over and above recruiting the vacant roles which suffice to manage day to day BAU. At this time the availability of additional resources is not confirmed and will be considered when developing the improvement program projects. A phased plan of continuous improvement will be set out accounting for day to day business as usual requirements and available resources. Plans will contain specified programs of improvement to measure against.

Last Updated: 28-Jun-2022

Action Title: 12.2.2.4 Manage complaints received at Council to ensure processes are in accordance with Council's Complaint Management Policy and procedure.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	 RED

Action Progress Comments: 28.06.2022 The Governance team is responsible for coordinating responses to Code of Conduct complaints. Currently there are 9 formal complaints under assessment. Each is managed in accordance with the Procedures for the Administration of the Model Code of Conduct. This represents a significant increase in the amount of complaints dealt with concurrently. Coordination with an external reviewer is also required.


09.05.22 No additional activity to report.

At the time of reporting Council is developing a corporate complaints management system. The system aims to automate processes to add workflows and escalating notifications to ensure response targets and reporting is met.

Currently service complaints are managed through notification by email to relevant service officers. Formal code of conduct complaints are managed by Governance.

Last Updated: 28-Jun-2022

Action Title: 12.2.2.5 Process Government Information Public Access (GIPA) applications. This is to facilitate the public's access to government information held by Council.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	75%	100.00%	 AMBER

Action Progress Comments: 28.06.2022 GIPA information requests are being processed in accordance with the IPC guidelines. Process improvement and training development progresses with the goal of disseminating information to management and staff in September 2022.

30.05.2022 Draft procedures for the management of incoming information requests and workflows has been sent to internal stakeholders for review. Improvements to the corporate GIPA register are in development with the ICT team. The completion date has been pushed out to September 2022 due to resourcing shortfall in staffing availability. In the meantime GIPA requests are managed through manual processes and monitored for compliance by Governance staff.


09.05.2022 While officers are responding to information requests, further progress on improvements to the GIPA corporate register to enable accurate reporting has not been possible.

Current response times frequently fall outside of the 20-day framework. The causes of delays have been identified and the required measures to address the issues within scope to implement. While progress to address the current deficit in GIPA responses is delayed due to vacancies within the governance team during the reporting period, recently completed recruitment will see resources coming online in January 2022.

A GIPA service improvement project is in development and at the draft stage. Early indications are that the project will commence in February 2022 with the rollout of improved processes estimated in May 2022.

Last Updated: 28-Jun-2022

Action Title: 12.2.2.6 Maintain regulatory registers of Council decisions in accordance with relevant legislation.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	55%	100.00%	 RED

Action Progress Comments: 28.06.2022 Work on a register to capture decisions of Council has not progressed this month with due to a vacancy in the Governance team. It is likely the project will be delayed by a minimum 12 -14 weeks as a result depending on the outcome of current recruitment.

30.05.2022 - Work on a register to capture decisions of Council has not progressed this month with due to a vacancy in the Governance team. It is likely the project will be delayed by 12 -14 weeks as a result.

09.05.22 - A register to capture decisions of Council is in development to ensure decisions that will effect; policy or procedure amendment or budget changes are captured and recorded. The aim of the register is to note and assign the required actions and track completion. The next step is to test the register on a control group to inform procedure documents followed by consultation and roll out.

The decisions of Council are captured within various corporate systems, published in council minutes disseminated to responsible officers. The current system is not integrated and an inconsistent process ensues.


A system to ensure each aspect of a decision of council is captured will

- Notify all relevant officers of the decision and highlight their part to play and accountability in effecting the decision
- Record the decision in a database to ensure simple reference and access
- Provide useful reporting on progress and outcomes

A project plan to achieve the objectives will commence development in February 2022. Once complete notification of project milestones and expected completion date will be provided.

Last Updated: 28-Jun-2022

Action Title: 12.2.2.7 Ensure correspondence is allocated to the appropriate team member for actions.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	75%	100.00%	 AMBER

Action Progress Comments: 28.06.2022 - Incoming mail is assigned to appropriate officers within 48 hours of arrival.


30.05.2022 - Incoming mail is assigned to appropriate officers within 48 hours of arrival.

Accurate tracking is not in place currently or capacity within the current systems to quantify error rates. However incoming electronic and hard copy mail is generally assigned within 48 hours.

The arrival of resources in the records team in January 2022 will enable the initiation of improvement projects to enable Continuous improvement programs aligned with the recent service review.

Last Updated: 28-Jun-2022

Action Title: 12.3.1.1 Facilitate and administer the Boco Rock Community Enhancement Fund.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	80%	100.00%	 AMBER

Action Progress Comments: 28.06.2022 The current program is on track meeting the advertised schedule. The funding approval and distribution process will conclude in Q1 FY22/23

30.05.2022 - The 2022 process remains on track.

09.05.22 - The 2022 round of funding applications is under way with improved planning and updated reports for committee members.

The first of two rounds of funding application and payment completed in September / October 2021.


Continued support of the committee provided as required. Basic levels of service are provided within appropriate time frames.

The new Council will nominate Councillor representation on the committee during Q3.

Governance services to the various external and internal committee will be reviewed during Q3.

Last Updated: 28-Jun-2022

Action Title: 12.3.1.2 Provide donations and sponsorship applications to support community groups through an equitable and fair process.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN

Action Progress Comments: 28.06.2022

The 2022 Donations and Sponsorship applications were reviewed and approved at the 16 June Council meeting. Funds to be distributed in July 2022.

30.05.2022 The donations and sponsorship program for 2022 process is underway and on track.

9.05.2022 a new donations and sponsorship policy was adopted by Council at its March 2022 meeting. The 2022 funding application process is underway.

Donations and sponsorship processes supported and conducted with applications reviewed by Council and distributed to successful applicants.

The new council will determine options provided for ongoing donations and sponsorship during the review period including options to review recurring donations that have been a legacy of the former councils and the quantum of funds available in the current environment.

A report will be submitted to council in Q3.

Last Updated: 28-Jun-2022

Action Title: 12.3.3.1 Support management and advisory committees to ensure that the community has an opportunity to either advise Council on the needs of the community or manage Council's facilities such as community halls.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Luke O'Sullivan - Acting Coordinator Governance	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	

Action Progress Comments: 28.06.2022 Work continues on updating the Committee Management Manual. Meetings with the CFO have informed procedures for GST Management. A current vacancy in the Governance team will result in the delay of the manual development until September 2022. Ongoing support for committees is provided on request.

30.05.2022 Work continues on the committee. This month attention has been focused on advice regarding GST management and reporting. A current vacancy in the Governance team will result in the delay of the manual development until September 2022.

09.05.22 - Councillor representation on committees was confirmed at the February 2022 ordinary Council meeting. A new vacancy in the Governance team had delayed the review and consultation of the new committee manual and associated forms. Support for committees is provided ad hoc and minutes of committees provided to Council in business papers.

Support for the committees is provided on a needs basis and minutes of committee submitted at Council meetings.

A report will be considered by the new Council in February 2022 to confirm councillor representation and confirm status of inactive committees.

A draft section 355 manual was developed and disseminated for comment in 2020. Progress to implement recommended improvements to support stalled between January and August 2021 due to vacancies in the section.

There are at least 30 committees that function at different levels and frequency. Each have specific requirements. Adopting a consistent and fit for purpose approach to assessing and supporting each committee is a significant and complex undertaking as evidenced by 23 separate recommendations provided in the 2021 service review.

A priority will be the development of improved charters for committees.

A broad service review project is in development with a phase program of improvements expected to carry over in to the FY21/22 operational plan.

Last Updated: 28-Jun-2022

Information and Communication Technology

Action Title: 11.1.1.1 Redesign demilitarised zone public network including Library visitor WiFi access.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	In Progress	17-Jan-2022	30-Jun-2022	80%	100.00%	 AMBER

Action Progress Comments: 2022 01 24 - ICT team conducted a kick-off meeting to determine high level scope of the project.

2022 02 03 to 2022 03 31 - The project plan WBS has been created with scoping plan and DMZ network replacement design to occur during early April. It is anticipated that the legacy DMZ network will be decommissioned in May 2022.


2022 04 28 - CountryTel design for replacement network for the public DMZ network has been drafted and logistics of implementation are being determined. The proposal will utilise existing networking equipment with new routing configurations.

2022 05 23 - Router and two switches ordered to facilitate replacement of DMZ network.

2022 06 28 - Notified end of June that hardware deliveries are delayed. Manufacturing and supply chain issues with Juniper network products reporting five month delay for required equipment. ICT is attempting to source equipment from alternative suppliers.

Last Updated: 28-Jun-2022

Action Title: 11.1.1.2 Annual cybersecurity, penetration and security access testing to ensure data access standards are maintained at high level to protect data privacy.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	Completed	10-Jan-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: 2022 02 03 - ICT Team project kick off meeting completed

2022 02 08 - Project timeframe completed

Project timeframe:

2022 03 07 - Specification development for RFQ to be completed

2022 03 07 - RFQ to be published through LGP for 9 days to 17 Mar 2022

2022 03 18 - RFQ evaluation to be conducted by ICT Coordinator and successful vendor engaged

2022 05 01 to 2022 05 14 - Vendor to undertake internal and external penetration testing during April

2022 05 31 - Vendor to provide report and recommendations.
2022 05 23 to 2022 06 17 - ICT team to implement recommendations
2022 06 24 - ICT to provide completion report.

2022 02 21 - Specification development started. Due for completion by 7 Mar 2022

2022 03 09 - RFQ specification completed and published to LGP Vendor panel with close date of 21 Mar 2022.

2022 03 31 - Responses to the RFQ were evaluated and successful vendor selected and notified.

2022 04 05 - Kick off meeting was conducted by Content Security at which the scope and time frame were discussed and confirmed.

2022 04 14 - Internal testing device was received and configured and the testing process was commenced. Expected date of completion for internal testing is 3 May.

2022 04 26 to 2022 04 29 - External testing process commenced and was completed 29 April. Final report to be collated and submitted by 17 May.


2022 05 12 - Internal and external assessment reports completed by Content Security and delivered to ICT for review and action.

2022 05 16 - Initial review of reports conducted by Network Administrator with review and actions to be determined by ICT at post-test meeting on 2 June.

2022 06 28 - Recommendations documented in Internal and External test Risk Assessments with Risk actions to be addressed and reported up to ARIC.

Last Updated: 28-Jun-2022

Action Title: 11.1.1.3 Annual disaster recovery test to confirm the redundant data protection systems are able to support Council during disaster events

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	Completed	07-Feb-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: 2022 02 03 - ICT Team kick-off meeting completed

2022 03 31 - The project plan has been established. Testing of the framework and process discussion to be conducted with Logicalis Pty Ltd in early April. Sandbox test to be conducted 23 to 25 April.


2022 04 11 - Draft DR Test report forwarded to Logicalis Pty Ltd for review and discussion.

2022 04 28 - DR function test was postponed from April long weekend due to consultant availability. Meeting with Logicalis Pty Ltd has been scheduled 5 May to finalise the function test documentation and requirements and determine the time line for testing.

2022 05 25 - DR Function test was successfully completed with critical applications started and tested confirming functional operation of all integrations. Testing process and outcomes are documented with recommendations and notes added to future test plan.

Last Updated: 28-Jun-2022

Action Title: 11.1.1.4 ICT Disaster Recovery (DRP) plan development.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: ICT Disaster Recovery Plan draft version 7 - core detail and structure complete. Specific detail and input from the business continuity plan will be required to align and finalise the DR plan.

The following appendices have been reviewed and updated,

1. List of business unit Manager/Coordinators and DR Coordinators Contact Details (Review and update will be ongoing process for Appendix 1)
2. ITC DR Flowchart

The following appendices are in progress to be finalised:

3. SMRC Business Unit DR Restoration Prioritisation, RPO/RTOs (Appendix 3 will be informed by the BCP and upcoming discussions with business units.)
4. Application/Database Detail
 - 4.1.1 Table 1: Business Unit Applications/Databases
 - 4.1.2 Table 2: Application/Application Dependencies
 - 4.1.3 Table 3: Application/Database Server Locations
5. Vendor Contact List
 - 5.1.1 Telecommunication WAN Services and Vendor Details
 - 5.1.2 Third Party Organisation (Vendors) Contacts and Contact Details


2022 04 28 - Vendor contact lists have been collated and are to be added into appendices 5.1.1 and 5.1.2

2022 05 13 - Vendor contacts, applications and database details have been reviewed and are to be finalised in June. Restoration prioritisation will be updated based on recent DR function test. Organisation BCP review and update will need to be completed to assist with completion of appendix 3.

2022 06 28 - Initial draft ICT DRP complete. Management and audit review required in July/August 2022

Last Updated: 28-Jun-2022

Action Title: 11.1.1.5 End-user support helpdesk requests.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: 2022 06 June Performance (to 28 June)

Request Acknowledged within 30mins = 70.6% (302 out of 428) (Target 90%+)

Requests resolved within SLA (Target 80%+):

Critical (2h) = NA

Urgent (6h) = 85.7% (7 out of 8)

High (2d) = 83.3% (36 out of 43)

Medium (7d) = 97.5% (198 out of 203)

Minor (14d) = 52.9% (17 out of 32)

Low (30d) = 100% (5 out of 5)

Open Requests Over SLA (Target <20%)

Critical (2h) = 0.0% (0 out of 0 are overdue)

Urgent (6h) = 100% (4 out of 4 are overdue)

High (2d) = 97.3% (36 out of 37 are overdue)

Medium (7d) = 87.8% (101 out of 115 are overdue)

Minor (14d) = 76.1% (62 out of 72 are overdue)

Low (30d) = 40.0% (6 out of 15 are overdue)

Very Low (90d) = 42.9% (6 out of 14 are overdue)

Project - Short (90d) = 14.3% (1 out of 7 are overdue)


Project - Medium (180d) = 66.7% (2 out of 3 are overdue)

Project - Long (360d) = 33.3% (2 out of 6 are overdue)

Customer satisfaction = 100% from 18 responses (Target 90%+)

Last Updated: 29-Jun-2022

Action Title: 11.1.1.6 Snowy Mountains SAP working group and data sharing.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: GIS has made continued contributions to the Snowy Mountains SAP Technical Working Group in 2021 through participation in Working Group Meetings, contributing to advice provided to the SAP Planning Team by SMRC and provision of SMRC spatial and property data as needed to facilitate the SAP Master Planning process.

It is anticipated the main role for GIS going forward will be by providing periodic updates of property, spatial and owner information for notifications of local residents affected by particular aspects of SAP initiatives and for more general SAP community consultation.


2022 04 28 - Additional SAP reports have been created, no further data request since the last reporting period.

2022 05 31 - No further requests to date.

2022 06 28 - Completed for 2022 financial year. Any adhoc requests will be addressed as BAU.

Last Updated: 28-Jun-2022

Action Title: 11.1.1.7 Cemetery plot mapping

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Scott Goudie - Coordinator ICT	Completed	01-Feb-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: 2022 03 03 Progress update - Drone imagery of the Round Plains cemetery has been completed. Testing of that data shows a requirement for re-rendering in a different format for mapping compatibility. This will be undertaken internally during March.

GIS layer mapping is in progress and is approximately 50% completed. The newly rendered aerial imagery format can then be applied and published through the SSA mapping system.

The expected outcome of this pilot project will be to confirm that digital mapping will enable cemetery personnel to choose plot locations when required, using digital data rather than attending the site and determining plot availability physically. The expectation is that a significant saving in time can be achieved by processing plot allocations electronically.

The processes developed for this project will then be applied to Council's remaining cemeteries over a number of years. Drone Imagery has been completed for Bombala, Gegedzerick, Michelago and Nimmitabel cemeteries.

2022 04 28 - Ongoing mapping of plots in GIS to match SQL data from Civic Authority.


2022 05 31 - Mapping of plots and extraction of authority data with additional information added from consultation cemetery staff to occur week starting 30 May.

2022 06 28 - New version of SSA Cemetery Plot Map sent to the cemeteries team with updated method for extracting and linking Authority Cemetery register data to mapped plots. Tested ok. Round Plain plot mapping and the scripts will be complete on 30 June.

Last Updated: 28-Jun-2022

Internal Audit


Action Title: 10.2.1.1 Council's Audit and Risk and Improvement Committee (ARIC) meet on a quarterly basis to provide recommendations to service delivery areas of council to address risks identified, and improvement actions to address these risks. All NSW Local Government Areas must have an Audit and Risk and Improvement Committee to ensure good performance and governance.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
David Rawlings - Chief Strategy Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: 24/06/2022 all meetings have now been held.

Last Updated: 24-Jun-2022

Action Title: 10.2.1.2 Improvement actions are captured at each ARIC meeting with timeframes to ensure completion. This is to ensure actions are completed on time and progress is being made to ensure accountability.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
David Rawlings - Chief Strategy Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: 24/6/2022 Improvement actions have been entered into the various council systems to track recommended actions.

Last Updated: 24-Jun-2022

Strategy Development

Asset Management


Action Title: 8.2.1.1 Maintaining the accuracy of the asset register - Council manages thousands of individual assets, with new assets being acquired and end-of-life assets disposed of on a regular basis. To manage these assets effectively, it is important that we know exactly what assets we own. This is achieved by updating the system to reflect each acquisition or disposal and conducting regular reviews of the asset register at the time of the revaluation.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: All acquisition and disposal data received by the assets team has been entered into the system.

Last Updated: 03-May-2022

Action Title: 8.2.1.2 Provision of survey services: The assets team has the in-house expertise to carry out surveys as required for other parts of Council.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The staff member conducting surveys has left the organisation. The feedback received indicates a 100% rate of satisfaction with the services provided

Last Updated: 03-May-2022

Action Title: 8.2.1.3 Road traffic counts: Deploying road traffic counters on Council's road network to measure traffic volumes and assist with traffic flow analysis. The analysers remain in place for round weeks to capture sufficient data and are moved around the network as required. The data enables strategic decision making for Infrastructure upgrades.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: 7 sets of counters deployed this month bringing the total for the year to 52 compared with a target of 50.						
Last Updated: 28-Jun-2022						

Action Title: 8.2.1.4 Provision of asset data: The asset team provides ad-hoc asset data and reports to assist other departments with their activities.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Jun-2022	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Annual survey conducted of quality and timeliness of service provided to internal customers by the assets team. Results will be analysed and used to improve service provided in the future.						
<i>Last Updated: 28-Jun-2022</i>						

Action Title: 8.2.1.5 PROJECT - Asset Management Strategy Review complete for the resourcing strategy 2022.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Jan-2022	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Asset Strategy submitted to Council for adoption.						
Last Updated: 23-Jun-2022						

Action Title: 8.2.1.6 PROJECT - 70% of Valuation of Water and Wastewater assets completed. Council is required to determine the value of its infrastructure assets at least every 5 years. This is done to ensure that the asset value in the books accurately reflects the actual values of the assets.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Feb-2022	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Revaluations completed						

Last Updated: 23-Jun-2022

Action Title: 8.2.1.9 Maintaining the accuracy of the asset register - Council manages thousands of individual assets, with new assets being acquired and end-of-life assets disposed of on a regular basis. To manage these assets effectively, it is important that we know exactly what assets we own. This is achieved by updating the system to reflect each acquisition or disposal and conducting regular reviews of the asset register at the time of re-valuation.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Ashraf Ahamat - Team Leader Asset Management	Completed	01-Feb-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Current year completed W&WW projects now in asset register.

Last Updated: 05-Jun-2022

Corporate Reporting


Action Title: 10.1.2.1 Coordinate the preparation of an Operational Plan that identifies the projects and activities that will be undertaken in the following 12 months to achieve the commitments made in the Delivery Program.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina McConkey - Coordinator Strategy Development	In Progress	17-Dec-2021	30-Jun-2022	98%	100.00%	 GREEN

Action Progress Comments: By the time of the meeting, the exhibition period would have closed. Council has held pop-up and drop-in sessions at a number of locations and met with community groups that have requested meetings on the topic. Council has also used its YourSay page to gather submissions as well as receive submissions directly via email. Additional information has been provided on both the YourSay and Facebook sites in response to issues raised through those forums. A post-exhibition report was tabled at the extraordinary Council meeting held on 23 June 2022 and the 2022-2023 Operational Plan was adopted by Council.

Last Updated: 29-Jun-2022


Action Title: 10.1.2.2 Prepare an Annual Report for the community highlighting Council's achievements against the Delivery Program.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina McConkey - Coordinator Strategy Development	Completed	01-Jul-2021	30-Nov-2021	100%	100.00%	 GREEN

Action Progress Comments: The development of the Annual Report for the financial year 2020/2021 commenced on 1 July 2021. All service delivery areas of Council contributed towards the yearly highlights section and the statutory reporting section. Councillors were briefed at the November 2021 briefing and were presented with an overview of the report, and Council endorsed the report at the 18 November 2021 Council meeting. The financial statements were signed off, posted to Council's web page, and sent to the Office of Local Government on 30 November 2021.

Last Updated: 05-Jul-2022


Action Title: 10.1.2.3 Prepare a State of Environment Report. This is a requirement in the year in which an ordinary election is held.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina McConkey - Coordinator Strategy Development	Completed	01-Jul-2021	30-Nov-2021	100%	100.00%	 GREEN

Action Progress Comments: The State of the Environment (SoE) Report is included within the Annual Report in the year of an outgoing Council. The SoE was contained within the 2020/2021 Annual Report and reported to and endorsed by Council at the 18 November 2021 Council meeting.

Last Updated: 21-Dec-2021


Action Title: 10.1.2.4 Prepare an End of Term Report. This is required in the year in which an ordinary election is held.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina McConkey - Coordinator Strategy Development	Completed	01-Jul-2021	30-Nov-2021	100%	100.00%	 GREEN

Action Progress Comments: The End of Term Report is prepared and delivered within the year of an outgoing Council. At the briefing session held on 4 November 2021, the End of Term report was presented to Council, highlighting Council's achievements over the last four years against the Community Strategic Plan. At the Council meeting held 18 November, 2021 Council noted the End of Term report.

Last Updated: 21-Dec-2021

Action Title: 10.1.2.5 Report on Council's progress and performance against the actions within the Operational Plan.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina McConkey - Coordinator Strategy Development	Completed	01-Nov-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The first monthly performance report was reported to Council on 17 March 2022. Several variances were reported, and appropriate amendments have been made to the Operational Plan 2021-2022.


Last Updated: 29-Mar-2022

Action Title: 10.1.2.6 PROJECT: Regional Community Strategic Plan - Council has resolved to take part in the development of a Regional Community Strategic Plan (RCSP) in conjunction with the Canberra Region Joint Organisation.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Gina McConkey - Coordinator Strategy Development	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
<p>Action Progress Comments: The draft CSP was tabled at the 17 March 2022 Council meeting to resolve to place the CSP on Public Exhibition for 28 days. The public exhibition commenced on 21 March 2022 and will run for 28 days up until 18 April 2022. The post-exhibition report was tabled at the 16 June Council meeting and was adopted by Council.</p> <p><i>Last Updated: 29-Jun-2022</i></p>						

Action Title: 10.1.2.7 PROJECT: Delivery Program - Council must prepare a Delivery Program to cover the four year period commencing 1 July 2022 following the September 2021 ordinary election. The Delivery Program must detail the activities Council will undertake to meet the objectives of the RCSP.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina McConkey - Coordinator Strategy Development	Completed	18-Nov-2021	30-Jun-2022	100%	100.00%	 GREEN
<p>Action Progress Comments: The draft delivery plan has been publicly exhibited and that period has now closed. A post-exhibition report was tabled at the extraordinary Council meeting held on 23 June 2022 and the 2022- 2026 Delivery Program was adopted by Council.</p> <p><i>Last Updated: 29-Jun-2022</i></p>						

Strategic Planning

Action Title: 8.1.1.1 PROJECT: Snowy Monaro LEP - Council has commenced the process of preparing a draft Comprehensive Local Environmental Plan (LEP). Stage 2 of this project seeks to develop a draft LEP for Councils consideration (actions 5.2 and 8.1 of the LSPS).


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	In Progress	01-Jan-2022	30-Jun-2022	40%	100.00%	<div> <div></div> <div></div> <div></div> </div> RED
Action Progress Comments: Workshops being held with Councillor to determine the direction of LEP and related land use strategies. Due to additional time spent on community consultation through the a community reference group in 2021 and the redirection of resources to prepare a new contributions plan ahead of schedule the draft LEP has been delayed. A draft LEP is now expected to be reported to Council in the second half of 2022. No further Update.						
<i>Last Updated: 01-Jul-2022</i>						

Action Title: 8.1.2.2 Council has a responsibility to undertake detailed assessments of all planning proposals and report them to the Council in a timely manner.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
Action Progress Comments: Council has received one planning proposals so far this financial year. The proposal once formally lodged will be reviewed by staff and reported to Council in accordance with best practice benchmarks. No further Update as item is completed.						

Last Updated: 01-Jul-2022


Action Title: 8.1.2.3 PROJECT: Developer Contributions Plan -Stage 2 – Engage a consultant to draft a comprehensive development contributions plan in accordance with the Environmental Planning and Assessment Act 1979 (Actions 10.10 and 10.11 of the LSPS).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Council Staff reported a draft contributions plan to Council on 21 April and Council resolved to place it on public exhibition. This concludes stage 2 of the project. The draft plan is on exhibition and council staff intend to report a final plan to Council in June/July for Council's consideration and adoption. No further Update as item is completed.

Last Updated: 01-Jul-2022


Action Title: 8.1.2.4 PROJECT: Snowy Monaro Rural Land Use Strategy - The Snowy Monaro Rural Land Use Strategy is an important deliverable of the Local Strategic Planning Statement (LSPS) and will provide vital direction for land use planning on rural land in the LGA (actions 2.2, 3.1, 5.1 and 8.7 of the LSPS).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	In Progress	01-Jul-2021	30-Jun-2022	90%	100.00%	 GREEN

Action Progress Comments: Council staff have prepared a draft rural land use strategy, which was publicly exhibited. Following the exhibition, a community reference group was established to advise changes to rural zoning and minimum lot size. The community reference group met four times to provide advice to Council. Council staff are now working on revising the rural land use strategy to report back to Council prior to 30 June 2022. Council staff will have workshop(s) with Council prior to reporting the revised draft to Council for re-exhibition. No further Update.

Last Updated: 01-Jul-2022


Action Title: 8.1.2.5 PROJECT: Michelago Masterplan - Council has engaged a suitably qualified consultant to undertake a Master Plan for Michelago to provide forward planning and strategic direction for Michelago's growth (action 8.6 of the LSPS).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Michelago master plan was adopted by Council on 21 October 2021. Implementation documents were adopted by Council in March 2022 and have now taken effect. Project complete. No further Update as item is completed.

Last Updated: 01-Jul-2022

Action Title: 8.1.2.6 PROJECT: Regional Trails Masterplan - Council has engaged a suitably qualified consultant to undertake a trails masterplan for the Snowy Monaro Region (action 7.5 of the LSPS).

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN
Action Progress Comments: A briefing session was held with Council on 7 April to update Council on this project, advise Council of outcomes of public exhibition and advise Council of changes made. The final version of this plan will be reported to Council in June for Adoption. No further Update as item is completed.						
<i>Last Updated: 01-Jul-2022</i>						

Action Title: 8.1.2.7 PROJECT: Stage two of developing an Arts and Culture Strategy to be included in the Operational Plan 20 21-2022.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Alexanda Adkins - Strategic Planner	Completed	01-Jan-2022	30-Jun-2022	100%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> GREEN
Action Progress Comments: Project is to be delivered by South East Arts in the first half of 2022. An inception meeting has been held between South East Arts and Council Staff. Significant steps in drafting the strategy have been made. It is expected the strategy is placed on public exhibition in the 2nd half of 2022 with finalisation in late 2022 or early 2023. No further Update as item is completed.						
<i>Last Updated: 01-Jul-2022</i>						

Workforce Management Portfolio

Workforce Management

Human Resource Management


Action Title: 10.4.1.2 Support implementation of enhanced employee management through clear performance management and expectation setting.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	25%	100.00%	 RED
<p>Action Progress Comments: The 2021 performance review process is now completed and saw a high level of participation. This year realised feedback from the previous year in terms of:</p> <ul style="list-style-type: none"> - Simplified process (more to come in the next year review) - Clarity on process/roles - Clear communication on requirements for a step increase- Collection of feedback for the next year <p>Purchase of a new Performance review system (Implementation commenced) will see significant further improvements in the performance management and expectation setting.</p> <p>This area requires significant attention in the coming months. We need to revamp the process as soon as the step payment review is complete. Expect an improved performance process to be implemented in October 2022 Full benefits will be seen in 23/24. RD June 22</p>						

RD 4/7 Performance process in development and leadership development program including a focus of effective feedback is scheduled to commence in August 2022.


Last Updated: 04-Jul-2022

Action Title: 10.4.1.6 PROJECT: Review staff performance review process to improve the current employee experience and outcomes.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Last Updated: 22-Dec-2021

Action Title: 10.4.1.7 PROJECT: Review implementation and awareness of WHS policy and procedure

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	 RED

Action Progress Comments: WHS training through on-line platform has gone live in June 22. All staff will be completing a compulsory module in the coming months. The training outcomes will give a strong indication of WHS policy awareness.


Report on learning expected July 2022. RD

RD 4/7 not all staff have completed training but over 60 percent of staff have an increased awareness after completing on line training.

Last Updated: 04-Jul-2022

Organisational Development

Action Title: 10.1.3.1 Facilitate Council's service review program to ensure the services Council delivers are appropriate, effective and efficient.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	 RED

Action Progress Comments: The first two service reviews, facilitated by external consultants, have been successfully carried out for Infrastructure and Governance. A contract variation has been received by Field Force 4 (the consultancy that carried out the Infrastructure review) to look at condensing the balance of reviews into one broader approach with the potential to complete in Q1 next year.


RD June 22 A major review of infrastructure/roads was conducted and the report has been received. The CSO and COO are now considering how to respond and implement this review.

This will need to continue into the operational plan as it becomes more of a way of doing business rather than project specific.

RD 4/7 - Recruitment has failed to identify staff. Focus now on re-tasking current Workforce staff to give this a focus.

Last Updated: 04-Jul-2022

Action Title: 10.1.3.2 Commence the delivery of improvement opportunities identified through business excellence self-assessments to improve Council's delivery of services.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	25%	100.00%	 RED

Action Progress Comments: With service reviews completed for Governance and Infrastructure, action planning sits within the business units. Follow ups will continue ongoing by way of oversight, with responsibility for taking action sitting within the business unit.


The governance review has been largely implemented. The roads review is sitting with The CoO to decide on either a full external consultant assisted implementation or a mix of internal and external implementation

This will be ongoing beyond 21/22 RD June 22

RD 4/7 No update received on implementation from COO

Last Updated: 04-Jul-2022

Action Title: 10.1.3.3 Support the organisation in the application of the Australian Business Excellence Framework (ABEF) to guide a culture of continuous improvement in organisational capability, capacity and sustainable performance.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	30%	100.00%	 RED

Action Progress Comments: While this is an ongoing process - actions are underway to support ABEF introduction and awareness raising.

RD June 22 The team responsible for the implementation of this project has been impacted by the departure of two key staff. We are currently in the process of recruiting to these positions and rejuvenating the ABEF and service review process.

This will need to continue into 2022/3

RD 4/7 Recruitment has failed to identify staff. Focus to shift to re-tasking staff in workforce and back filling easier to recruit roles.

Last Updated: 04-Jul-2022

Action Title: 10.1.3.4 PROJECT: Commence Service Review Framework: Develop and implement a framework for effectively reviewing Council's services.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	Not Started	01-Jul-2021	30-Jun-2022	0%	100.00%	<div><div></div><div></div><div></div></div> RED
Action Progress Comments: RD June 22. This has been impacted by the loss of two key staff in the Org development team. On hold until key staff are recruited. Jobs currently out to market. Will need to extend into 22/23 or transfer to operational plan. RD 4/7 Recruitment has failed to identify staff. Focus to shift to re-tasking staff in workforce and back filling easier to recruit roles. <i>Last Updated: 04-Jul-2022</i>						

Action Title: 10.1.3.5 PROJECT: ABEF Educational Material: Develop and distribute educational resources to assist staff in understanding ABEF and the role of continuous improvement.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	25%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> RED
Action Progress Comments: Information is available on the Intranet and via ongoing induction programs. Further work around embedding the role of continuous improvement will be included in the 2022 planning.						
No update staff impact in Org Development team. Recruitment under way RD June 22						
Last Updated: 04-Jul-2022						

Action Title: 10.1.4.3 Facilitate business process management across all service delivery areas to strengthen our capacity for effectively reviewing our service delivery program.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	60%	100.00%	<div><div></div><div></div><div></div><div></div><div></div></div> <div>RED</div>
<p>Action Progress Comments: • First Promapp training session delivered on 22 April to nominated Promapp Process Owners and Process Experts (approx. 40 staff)</p> <ul style="list-style-type: none">• Refresher Promapp training session conducted in person on 1 June (6 staff)• Phase2 training launched in early July with an adapted program that now incorporates System Views/Systems Thinking and Process Management workshops – these workshops contain practical elements of developing system views and process mapping to really strengthen corporate understanding of the significant linkage between these elements. These workshops have been completed for Governance, Workforce Management, ICT & GIS, Fleet, Development & Building Certification, and Corporate Reporting• The OD team’s intention was to follow up the workshops with Promapp training, however it has been challenging to manage due to limited resources and conflicting priorities. To date, Governance is the only service area to have successfully completed Promapp training following the workshop. Two additional staff from WFM have also completed Promapp sessions (Rebecca Adams and Rebecca Rae)• Process Management and Promapp are supported by a suite of documents available on the Intranet:						


o Business Process Management Manual
o Promapp User Guide
o Process Scoping Template
o Tips for mapping processes
o Promapp Process Mapping Template
o Promapp Practice Exercise
o Process Mapping Review Checklist
List of our Process Group Owners, Process Owners and Process Experts

No further update. Org Development team not functional. Recruitment underway to reignite this project. RD June 22

RD 4/7 Recruitment has failed to identify staff. Focus to shift to re-tasking staff in workforce and back filling easier to recruit roles.

Last Updated: 04-Jul-2022

Action Title: 10.1.4.4 PROJECT: Process Management Framework: Develop and implement a framework for effectively capturing, mapping, analysing and improving business processes.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	5%	100.00%	


Action Progress Comments: Drafting deferred to February 2022

Drafting paused due to lack of resources in Org Development. Positions advertised. Rd June 22

RD 4/7 Recruitment has failed to identify staff. Focus to shift to re-tasking staff in workforce and back filling easier to recruit roles.

Last Updated: 04-Jul-2022

Action Title: 10.4.1.4 PROJECT: Support people and leadership corrective actions resulting from ABEF self-survey.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	50%	100.00%	

Action Progress Comments: This is an ongoing action which is tracked separately as part of the organisations transformation process which will be updated with ARIC reporting and to ELT.


Recruitment to Org Development underway. This will resume focus in 22/23 RD

RD 4/7 Recruitment has failed to identify staff. Focus to shift to re-tasking staff in workforce and back filling easier to recruit roles.

Last Updated: 04-Jul-2022

Recruitment


Action Title: 10.4.1.1 Ongoing recruitment of available roles in Council to replace employees is a priority to ensure minimal service disruption.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	85%	100.00%	 AMBER

Action Progress Comments: Recruitment demands have been significant. In the past 12 months we have advertised over 130 positions and have not filled 50 of these on first attempt. We continue to explore new avenues to candidates and will include an increased focus on Educational Partnerships and potentially international recruits in our workforce management strategy for 22/26. We are now using an improved automated system to monitor the timeliness of recruitment exercises. This is delivering improved timeliness. Trainee-ships targeting school leavers is being developed and redesigned. Other considerations include more targeted part time opportunities. RD June 22

Last Updated: 04-Jul-2022

Action Title: 10.4.1.5 PROJECT: Revise and implement a comprehensive on-boarding process for new employees.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	In Progress	01-Jul-2021	30-Jun-2022	95%	100.00%	 GREEN


Action Progress Comments: On boarding continues to evolve. As part of the review of our on boarding processes in Q3 2021, the WMT has identified a system based solution as part of our ELMO suite which is in early implementation stages now and planned for roll out in the first half of 2022.

Roll Out of Elmo complete. Process improvement continues to evolve. Recent changes include increased speed of letter of offer process. This will be an ongoing focus in the 22/26 workforce strategy RD

Last Updated: 04-Jul-2022

Workforce Management

Action Title: 10.4.1.3 PROJECT: Implementation of values based assessment, recruitment and performance management.


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: A customised Values based report has been completed for use in recruitment, as output from an SHL Occupational Personality Questionnaire/assessment. The assessment has been used in a number of senior level and workforce recruitment exercises.

Values were also part of this year's performance review process and will continue to be a measure of performance for all employees ongoing.

Last Updated: 04-Jul-2022

Action Title: 10.4.2.1 PROJECT: Workplace behaviour training to set clear expectations of appropriate behaviour in the workplace for all staff.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Richard Doolan - Chief Workforce Officer	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The workplace behaviour program for all SMRC Employees was completed in the first half of 2021 with ongoing support and training via a recorded session and quiz.

Last Updated: 22-Dec-2021



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9.4.3 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 30 JUNE 2022

Record No: I22/457

OFFICER'S RECOMMENDATION

That the Budget Review Statement for the month ended 30 June 2022, including the capital projects carried forward, be received and the variations noted therein be approved.

ISSUES

Clause 211 of the Local Government (General) Regulation 2021 states that a council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the Council has approved the expenditure. All such approvals lapse at the end of a council's financial year. However, this does not apply to approvals relating to work carried out or started, or contracted to be carried out, for the council, before the end of the year concerned.

At the end of each financial year an assessment is undertaken of current projects that have been started but not yet finalised and will continue into the coming financial year. Attached are two lists of projects that satisfy this criteria and will be carried forward into the 2022/23 budget. The first list will add to the 2022/23 capital works program and the second list are already included in the 2022/23 capital works program. As these projects are all funded from sources other than revenue, they do not have an impact on the Net Operating result before Capital items. The budget amount to be carried forward is an estimate as at 9 July 2022, and as such, may be subject to change.

Clause 203 of the Local Government (General) Regulation 2021 requires that the Responsible Accounting Officer submit to the Council a Quarterly Budget Review Statement within two months of the close of each quarter. A Quarterly Budget Review Statement is not required for the final quarter of the year by legislation however, in the interests of public scrutiny of Council's budgetary control, management provides timely reporting of budget reviews on a monthly basis.

The balances reported are current at the date of preparation, i.e. 9/07/2022, and are subject to variation as this period coincides with a "hard-close" of year end for the purpose of producing an annual, audited general purpose financial report. Receipting and creditors ledgers remain open for the finalisation of balance day items such as grant acquittals, asset revaluations and impairment.

This Monthly Budget Review Statement for June 2022 comprises:

- Responsible Accounting Officer's Statement
- Income and Expenses Budget Review Statement
 - By type
 - By business unit
- Cash and Investments Budget Review Statement
- Capital Budget Review Statement

Responsible Accounting Officer's Statement

9.4.3 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 30 JUNE 2022

It is my opinion that the Monthly Budget Review Statement for Snowy Monaro Regional Council for the month ended 30/06/22 indicates that Council's financial position at 30/6/22 is unsatisfactory, having regard to the estimates of income and expenditure and the original budgeted income and expenditure.

My opinion above, that Council's financial position as at 30/6/22 is unsatisfactory has been based on the following factors:

1. a deficit budget, when accumulated with previous years' deficits, is not financially sustainable;
2. a deficit budget does not enable the governing body to plan for unforeseen events;
3. a deficit budget relies on a deterioration of the capital base for ongoing operations.

Recommended remedial action to deal with this unsatisfactory position includes:

- a. Future budgets need to be in surplus to restore to an adequate level of working capital in line with Council's adopted financial planning and sustainability policy;
- b. Revenue opportunities must also be considered;
- c. Service reductions to core services should be avoided.

Income and Expenses Budget Review Statement

(\$'000's)	Original budget 2021/22	Sep QBRs	Dec QBRs	Feb MBRS	Mar QBRs	Apr MBRS	May MBRS	Revised budget 2021/22	Variations for this June Mth	Notes	Projected year end result	Actual YTD figures	Variance Surplus (Deficit)
Income													
Rates and annual charges	34,485			421			(1,482)	33,424	40	1	33,464	29,511	(3,913)
User charges and fees	14,387	660	2,688	607	1,246	509	1,427	21,524	30	2	21,554	12,729	(8,795)
Other revenues	569	62	253	(268)	-		5	621	76	3	697	837	216
Other income	-	-	-	-	-			-	-		-	-	-
Grants and contributions - operating	23,339	3,309	1,994	437	(395)	2,913	2,194	33,791	100	4	33,891	25,724	(8,067)
Grants and contributions - capital	27,223	8,585	295	15,971	671	3,895	930	57,570	6,775	5	64,345	30,757	(26,813)
Interest and investment revenue	1,380							1,380	-		1,380	1,073	(307)
Net gain from disposal of assets	1,034							1,034			1,034	1,334	300
Rental income	1,063							1,063			1,063	1,109	46
Total income from continuing operations	103,480	12,616	5,230	17,168	1,522	7,317	3,074	150,407	7,022		157,429	103,074	(47,333)
Expenses													
Employee benefits and on-costs	32,021	1,114	39	(521)	312	1	(157)	32,809	(360)	6	32,449	33,186	(377)
Borrowing costs	134							134	(51)	7	83	70	64
Materials and contracts	19,105	1,984	2,407	2,337	806	2,816	2,223	31,678	1,466	8	33,144	21,952	9,726
Depreciation and amortisation	19,507							19,507			19,507	17,723	1,784
Other expenses	9,756	994	305	1,272	(411)	617	352	12,885	(986)	9	11,899	10,353	2,532
Total expenses from continuing operations	80,523	4,092	2,751	3,088	707	3,434	2,418	97,013	69		97,082	83,284	13,729
Net operating result from all operations	22,957	8,524	2,479	14,080	815	3,883	656	53,394	6,953		60,346	19,790	(33,604)
Net Operating Result before Capital Items	(4,266)	(61)	2,184	(1,891)	144	(12)	(274)	(4,176)	178		(3,998)	(10,967)	(6,791)

The requested variations have resulted in a decrease of \$178k to the budget deficit.

Details of variation requests for the month are summarised below:

9.4.3 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 30 JUNE 2022

Notes	Details	
1 Rates & Annual Charges	03200.0800 - Water Supply : Special Purpose Revenue	-40,388
2 - User Fees & Charges	02210.0205 - Cemetery Operations : Statutory & Regulatory Revenue	-30,000
3 - Other Revenues	01150.0200 - Human Resources Management : Operating Revenue	-76,487
4 - Grants and contributions provided for op	01210.0200 - Biosecurity Weeds : Operating Revenue	-15,000
	02470.0200 - Libraries : Operating Revenue	117,300
	02600.0200 - Tourism Operations : Operating Revenue	-90,421
	04000.0200 - Yallambee Lodge : Operating Revenue	-110,000
5 - Grants and contributions provided for ca	01320.0600 - Urban Streets : Capital Revenue	-812,340
	01340.0600 - Rural Roads : Capital Revenue	-5,499,000
	02470.0600 - Libraries : Capital Revenue	-114,061
	04000.0600 - Yallambee Lodge : Capital Revenue	-300,000
	3144-Jerangle RFS Brigade Station Construction (May 2022)	-50,000
6 - Employee Costs	01100.0100 - Organisational Services : Operating Expenditure	22,061
	01110.0100 - Financial Services : Operating Expenditure	-19,285
	02280.0100 - Community Buildings : Operating Expenditure	1,502
	02300.0100 - Saleyards : Operating Expenditure	-19,954
	02430.0100 - Multi-Service Outlet / NDIS Under 65 : Operating Expenditure	12,354
	02440.0100 - Commonwealth Home Support Programme : Operating Expenditure	-300,660
	02470.0100 - Libraries : Operating Expenditure	-6,267
	02480.0100 - Youth Services : Operating Expenditure	-11,701
	02650.0100 - Caravan Parks : Operating Expenditure	-13,912
	02750.0100 - Swimming Pools : Operating Expenditure	-23,428
7 - Borrowing Costs	03400.0100 - Waste Management : Operating Expenditure	-50,500
7 - Materials & Contracts	01000.0100 - Executive Management : Operating Expenditure	-2,049
	01110.0100 - Financial Services : Operating Expenditure	58,220
	01120.0100 - Procurement : Operating Expenditure	9,000
	01150.0100 - Human Resources Management : Operating Expenditure	38,244
	01210.0100 - Biosecurity Weeds : Operating Expenditure	14,650
	02210.0100 - Cemetery Operations : Operating Expenditure	30,000
	02220.0100 - Plant Operations : Operating Expenditure	5,900
	02220.0120 - Plant Operations : Plant Operating Expenditure	143,429
	02225.0120 - Plant Operations-Aged Care : Plant Operating Expenditure	500
	02280.0100 - Community Buildings : Operating Expenditure	-2,613
	02300.0100 - Saleyards : Operating Expenditure	10,812
	02420.0100 - Home Care Packages : Operating Expenditure	50,000
	02430.0100 - Multi-Service Outlet / NDIS Under 65 : Operating Expenditure	3,979
	02440.0100 - Commonwealth Home Support Programme : Operating Expenditure	106,845
	02450.0100 - Community Transport : Operating Expenditure	21,601
	02470.0100 - Libraries : Operating Expenditure	1,147
	02480.0100 - Youth Services : Operating Expenditure	6,225
	02500.0100 - Child Care centres : Operating Expenditure	22,300
	02600.0100 - Tourism Operations : Operating Expenditure	90,421
	02650.0100 - Caravan Parks : Operating Expenditure	18,587
	02750.0100 - Swimming Pools : Operating Expenditure	12,148
	03200.0100 - Water Supply : Operating Expenditure	50,899
	03300.0100 - Waste Water Services : Operating Expenditure	660,910
	03400.0100 - Waste Management : Operating Expenditure	44,000
	03410.0100 - Domestic Waste Services : Operating Expenditure	-5,000
	04000.0100 - Yallambee Lodge : Operating Expenditure	74,324
	04010.0100 - Snowy River Hostel : Operating Expenditure	-100
8 - Other Expenses	01000.0100 - Executive Management : Operating Expenditure	2,049
	01110.0100 - Financial Services : Operating Expenditure	-547
	01120.0100 - Procurement : Operating Expenditure	-7,000
	01150.0100 - Human Resources Management : Operating Expenditure	38,243
	01210.0100 - Biosecurity Weeds : Operating Expenditure	350
	02220.0120 - Plant Operations : Plant Operating Expenditure	7,000
	02220.0220 - Plant Operations : Plant Operating Revenue	-156,329
	02225.0220 - Plant Operations-Aged Care : Plant Operating Revenue	-500
	02280.0100 - Community Buildings : Operating Expenditure	1,111
	02300.0100 - Saleyards : Operating Expenditure	9,142
	02430.0100 - Multi-Service Outlet / NDIS Under 65 : Operating Expenditure	-16,333
	02440.0100 - Commonwealth Home Support Programme : Operating Expenditure	143,815
	02450.0100 - Community Transport : Operating Expenditure	-21,601
	02470.0100 - Libraries : Operating Expenditure	5,120
	02480.0100 - Youth Services : Operating Expenditure	5,476
	02650.0100 - Caravan Parks : Operating Expenditure	-4,675
	02750.0100 - Swimming Pools : Operating Expenditure	11,032
	03200.0100 - Water Supply : Operating Expenditure	-1,045,709
	03300.0100 - Waste Water Services : Operating Expenditure	-3,500
	03400.0100 - Waste Management : Operating Expenditure	11,500
	04000.0100 - Yallambee Lodge : Operating Expenditure	35,676
	04010.0100 - Snowy River Hostel : Operating Expenditure	100

9.4.3 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 30 JUNE 2022

By business unit

('\$000's)	Original budget 2021/22	Approved changes			Revised budget 2021/22	Variations for this June Month	Projected year end result	Actual YTD figures	Variance Surplus (Deficit)
		Mar QBRS	Apr MBRS	May MBRS					
Business unit									
Asset Management	351	(17)	-	-	334	-	334	435	101
Biosecurity	1,014	53	-	-	1,067	-	1,067	1,131	64
Building Certification	43	285	-	-	328	-	328	(3)	(331)
Cemetery Operations	(6)	(35)	-	-	(41)	-	(41)	(90)	(49)
Communications & Engagement	533	93	-	-	626	-	626	683	57
Community facilities	1,177	(3,967)	(3,780)	(850)	(7,420)	-	(7,420)	(1,709)	5,711
Community Services Management	450	10	-	-	460	-	460	361	
Community Support Programs	(440)	(1,142)	-	(4)	(1,586)	-	(1,586)	1,265	2,850
Corporate Projects	250	(2,420)	-	-	(2,170)	-	(2,170)	400	2,570
Customer Service	306	1	-	-	307	-	307	453	146
Development Assessment	1,074	109	-	-	1,183	-	1,183	749	(434)
Economic Development	(9,323)	(70)	-	-	(9,393)	-	(9,393)	(305)	9,088
Emergency & Fire Service	1,337	(823)	-	-	514	-	514	619	105
Executive Team	1,447	208	-	-	1,655	-	1,655	2,109	454
Financial Services	1,034	183	-	(50)	1,167	39	1,206	1,903	736
Fleet & Plant	(542)	(44)	9	(14)	(591)	-	(591)	(2,516)	(1,925)
General Purpose Revenue	(26,165)	(644)	-	(222)	(27,031)	22	(27,009)	(26,277)	754
Governance	696	83	-	-	779	-	779	860	81
ICT	1,849	(5)	-	-	1,844	-	1,844	2,975	1,131
Internal Audit	67	(3)	-	-	64	-	64	30	(34)
Land & Property	2,241	(829)	-	(20)	1,392	22	1,414	303	(1,089)
Library	653	(91)	-	-	562	3	565	692	130
Open Space & Recreation	3,442	(3,815)	1	-	(372)	-	(372)	1,937	2,310
Organisational Development	298	75	-	-	373	-	373	98	(275)
Public Health & Environment	369	6	-	-	375	-	375	452	77
Ranger Services	322	-	-	-	322	-	322	298	(24)
Records Management	195	15	-	-	210	-	210	222	12
Residential Aged Care	2,908	(623)	-	-	2,285	(300)	1,985	3,102	817
Resource & Waste	(1,240)	(974)	(74)	-	(2,288)	-	(2,288)	(2,475)	(187)
Risk Management	487	(15)	-	-	472	-	472	1,137	665
Road Infrastructure	(8,634)	(20,179)	(49)	350	(28,512)	(6,311)	(34,823)	(13,271)	15,241
Strategic Planning	539	27	-	-	566	-	566	526	(40)
Tourism & Events	755	(65)	-	-	690	-	690	797	107
Water & Sewer	(1,484)	(6,522)	10	200	(7,796)	(378)	(8,174)	879	8,675
Workforce Management	1,040	288	-	-	1,328	-	1,328	2,441	1,113
					-	-	-		-
Net operating result from all operations	(22,957)		(3,883)		(68,297)	(6,903)	(75,200)	(19,790)	48,606
LESS Grants and contributions provided for capital							64,295	30,757	
LESS Reserve transfers							131	-	
LESS Unexpended grants transfer							14,772	-	
Net operating result before capital items	4,266						3,998	10,967	(10,967)

9.4.3 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 30 JUNE 2022

Cash and Investments Budget Review Statement

(\$000's)	Original budget 2021/22	Approved changes				Revised budget 2021/22	Projected year end result	Actual YTD figures	Variance Surplus (Deficit)
		Dec QBRS	Feb MBRS	Mar MBRS	May MBRS				
Externally restricted ⁽¹⁾									
Section 7.11	2,783					2,783	2,783	2,783	-
Section 64 - water	3,591					3,591	3,591	3,591	-
Section 64 - sewer	2,973					2,973	2,973	2,973	-
Specific purpose unexpended grants	14,818	(440)	(4,855)	5,295	(46)	14,772	14,772	5,728	(9,044)
Water fund	20,979	1,091	(3,722)			18,348	18,348	22,041	3,693
Sewer fund	10,162	4,230	(12,732)			1,660	1,660	14,392	12,732
Domestic waste management	3,109	(2,828)				281	281	281	-
Snowy River Hostel accommodation bonds	1,169					1,169	1,169	1,169	-
Yallambee Lodge accommodation bonds	3,062					3,062	3,062	3,062	-
Crown land reserves	1,475					1,475	1,475	1,475	-
Kamoto-Cooma friendships scholarship fund	44					44	44	44	-
Other	120					120	120	120	-
Total externally restricted	64,285	2,053	(21,309)	5,295		50,278	50,278	57,659	7,381
(1) Funds that must be spent for a specific purpose									
Internally restricted ⁽²⁾									
Plant and vehicle replacement	-		(626)			(626)	(626)	626	1,252
Employees leave entitlements	1,383					1,383	1,383	1,383	-
Deposits, bonds & retentions	677					677	677	677	-
Uncompleted works	303		(303)			-	-	303	303
Waste management	2,266		(2,284)			(18)	(18)	2,483	2,501
Former Snowy LGA				131		131	131	699	568
Former Bombala LGA						-	-	1,718	1,718
Stronger communities fund interest	1,370		(346)			1,024	1,024	1,370	346
Total internally restricted	5,999	-	(3,559)	131		2,571	2,571	9,259	6,688
(2) Funds that Council has earmarked for a specific purpose									
Unrestricted (ie. available after the above Restricti	5,724					6,446	6,446	19,577	13,131
Total Cash & investments	76,008					59,295	59,295	86,495	27,200

Notes Details

- Unrestricted cash & investments
This is the result of deducting reserve transfers processed during the year from the total of cash and investment balances held. Whereas the monthly funds management report shows the reserves balances last subject to audit, i.e., 30/06/2021
- Total cash & investments
The Cash at Bank component of the Cash & Investment Statement totals \$2,410,733. This Cash at Bank amount has been reconciled to Council's physical Bank Statements. The date of completion of this bank reconciliation is 01/07/2022 . Due to independence requirements, financial institutions forward copies of Certificates of Balance for cash assets directly to the Audit Office of NSW annually
NB: Cash at bank does not include cash on hand \$1,054 as at 30/6/2022

9.4.3 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 30 JUNE 2022

Capital Budget Review Statement

(\$000's)	Original budget 2021/22	Sep QBRs	Dec QBRs	Approved changes Feb MBRS	Mar MBRS	Apr MBRS	May MBRS	Revised budget 2021/22	Variations for this June Month	Notes	Projected year end result	Actual YTD figures	Variance Surplus (Deficit)
Capital expenditure													
New assets													
- Plant & equipment	300	(95)		425	(380)			250			250	2,926	(2,676)
- Land & buildings	9,975	(186)	3,200	1,684	(3,931)	3,820	63	14,625			14,625	223	14,402
- Roads, bridges, footpaths	6,100	1,615	6,583	224	(9,246)			5,276	5,451	1	10,727	2,828	7,899
- Water & sewer	3,600	20		(3,618)	120			122			122	12	110
- Other	100	550	2,965	(3,011)	3,230	75	50	3,959	320	2	4,279	1,971	2,308
Renewal assets (replacement)													
- Plant & equipment	723	(545)	35	3,389	(2,879)			723			723	173	550
- Land & buildings		1,606	3,747	(249)	(4,366)			738			738	1,747	(1,008)
- Roads, bridges, footpaths	15,417	(3,333)	22,530	(1,298)	(1,674)			31,642	812	3	32,454	8,838	23,616
- Water & sewer	9,309	8,944	(5,479)	3,085	942	2,180	240	19,221	263	4	19,484	13,431	6,053
- Other	1,706		10,790	(2,577)	(1,474)		874	9,319			9,319	2,185	7,133
Total capital expenditure	47,230	8,576	44,371	(1,947)	(19,658)	6,075	1,227	85,874	6,846		92,721	34,335	58,385
Capital funding													
Rates & other untied funding				20,130	(20,130)			-			-	-	-
Capital grants & contributions	28,901	8,576	14,408	(1,022)	1,882	3,895	980	57,620	6,725	5	64,345	30,757	31,766
Reserves:													
- External restrictions/reserves	17,310		436	(14,490)	11,562		(46)	14,772			14,772		14,772
- Internal restrictions/reserves					131			131			131		131
New loans													
Receipts from sale of assets													
- Plant & equipment				23,101	(23,101)			0			0	95	(95)
- Land & buildings	1,019			771	(756)			1,034			1,034	1,239	(205)
Other funding... enter description here				(911)	911								
Total capital funding	47,230	8,576	14,844	27,580	(29,501)	3,895	934	73,558	6,725		80,283	32,091	46,370
Net capital funding - surplus/(deficit)	-	-	(29,527)	29,527	(9,843)	(2,180)	(293)	(12,316)	(121)	-	(12,438)	(2,244)	(12,015)

Notes Details

1	2069-Leesville Subdivision Stage 3 Civil Works		-47,900
1	331-Bobeyan Road Upgrade Sealing Adaminaby to ACT Border	\$	5,499,000
2	1537-Local Priority Grant (LPG) Library Resources	\$	19,842
2	313-Yallambee Lodge New Section of Facility	\$	300,000
3	3188-BLERF Grant 0592 - Adaminaby Streets Improvement	\$	812,340
4	3191-Watermain Replacement Delegate Corrowong Rd and Victoria Pde	\$	260,000
4	3192-Watermain Replacement Bombala Chusan St	\$	320,000
4	3193-Watermain Replacement Cooma Hill Street	\$	370,000
4	3194-Watermain Replacement Cooma Amaroo Street	\$	190,000
4	3195-Bombala Hydraulics Modelling and Replacement	\$	35,000
4	3196-Delegate Raw Water Rising Main Replacement	\$	170,000
4	344-Cooma Water Mains Replacements		-1,345,000
4	2270-Jindabyne SPS 1 New Pump Set	\$	13,000
4	3197-Kalkite STP Augmentation	\$	250,000
4	3198-Nimmitabel Wastewater CCTV and Pipe Relining Project	\$	70,000
4	3199-Adaminaby Wastewater CCTV and Pipe Relining Project	\$	55,000
4	335-Cooma WW Construction of Line A25 to EN4		-125,000
5	331-Bobeyan Road Upgrade Sealing Adaminaby to ACT Border - WIP from T1 PJ180425	\$	5,499,000
5	1537-Local Priority Grant (LPG) Library Resources	\$	114,061
5	313-Yallambee Lodge New Section of Facility - WIP from T1 PJ280209	\$	300,000
5	3188-BLERF Grant 0592 - Adaminaby Streets Improvement (Baker Denison Lucas Unnamed Street)	\$	812,340

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	High	High	No
Financial Sustainability	High	High	No
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	High	High	No
Service Delivery	Low	Low	Yes

Asset management: The underfunding of maintenance and delays in asset refurbishment have placed Council in a high risk position that assets will not provide the expected level of service. This risk cannot be addressed within a single year's budget. The Council needs to develop a policy of surplus budgets in the long term to adequately renew its existing infrastructure thereby reducing this risk.

Financial sustainability: Council should strive for developing budgets that provide an operating surplus before capital grants and contributions. The surplus generated is then available to restore working capital to an adequate level and minimise the risk of being exposed to unexpected financial shocks.

Legislative governance & compliance: A Quarterly Budget Review Statement is not required for the final quarter of the year by legislation however, in the interests of public scrutiny of Council's budgetary control, management provides timely reporting of budget reviews on a monthly basis.

Reputation and image: Deficit budgets indicate to the community that future generations will be required to restore working capital and pay for the services delivered in advance. Until a long term financial plan is adopted by the Council that clearly demonstrates how the financial position will be restored, the projected deficit in this type of review will be viewed negatively by the community.

FINANCIAL IMPACTS

	Amount	Details
Projected operating result from operations	\$56.298m	Surplus before capital grants \$60.296m
Projected operating deficit before capital items	\$3.998m	Compares with original budget deficit of \$4.266m

The financial impacts are identified in the above statements.

RESPONSIBLE OFFICER: Chief Financial Officer

OPTIONS CONSIDERED

This is the fifth monthly review presented to the Council since monthly reviews commenced and represents the final month of the final quarter.

Budgets will continue to be subject to further reviews each month.

IMPLEMENTATION PLANS

The 2022/23 budget and operational plan was adopted last month. It provides for the progressive elimination of operating deficits with a nominal deficit of \$917,711.

Monthly reviews by operations need to focus on recognising income earlier and absorbing any unplanned financial shocks for the financial year.

BACKGROUND

ATTACHMENTS

1. Carry forward capital projects

Business Paper - Attachment

Budget Review Statement – Ongoing projects at end of financial year

Date 9 July 2022

The following are the projects included in the 2021-22 operational plan and budget that will be flowing across to the 2022-23 budget which are not listed in the current delivery/operational plan (Figures in \$,000):

Project	Total Project Budget ('000)	Remaining project funds ('000)	Grant Funding ('000)	Variance funding	
				Reserve Funding ('000)	Loan Funding ('000)
Adaminaby street improvements	\$811	\$811	\$811		
Aitchison Cottage Berridale	\$30	\$12		\$12	
Bombala caretaker cottage	\$247	\$242	\$167		\$75
Bombala Caravan Park upgrades	\$78	\$60	\$60		
Bombala depot – Female amenities	\$104	\$29		\$29	
Bombala exhibition hall, CWA room upgrades	\$132	\$58	\$58		
Bombala landfill upgrades	\$150	\$33		\$33	
Bombala showground upgrades	\$796	\$795	\$795		
Craigie Little Plains River bridge replacement	\$1,683	\$1,430	\$1,430		
Ginger Leigh park upgrades	\$840	\$303	\$3	\$300	
Deep Creek bridge replacement	\$519	\$215	\$215		
Jindabyne Community Library	\$3,800	\$1,646	\$1,146		\$500
Jindabyne Holiday Park drainage upgrades	\$500	\$489		\$489	
Jindabyne Holiday Park fire service upgrades	\$502	\$496		\$496	
Jindabyne town centre pavers	\$65	\$59	\$59		
Jindabyne town centre toilet block demolition	\$119	\$77	\$77		
Jindabyne town centre toilet block	\$324	\$115	\$115		
Jindabyne town centre upgrades	\$114	\$96	\$96		
Mt Gladstone amenities upgrades	\$155	\$37		\$37	
Peak Creek bridge replacement	\$1,149	\$381	\$381		
TOTAL	\$12,118	\$7,384	\$5,413	\$1,396	\$575

The following are the projects included in the 2022-23 delivery/operating plan which will be see an adjustment due to the timing of the expenses incurred at the end of the financial year leading to costs showing in a different period to what was originally planned (Figures in \$,000):

Project	2022-23 Budget ('000)	Expected Variance ('000)	Variance funding		
			Grant Funding ('000)	Reserve Funding ('000)	Loan Funding ('000)
Adaminaby long vehicle & truck parking	\$1,050	-\$69	-\$69		
Bobeyan Rd Upgrades	\$5,900	\$2,781	\$2,781		
Bombala arts and innovation centre	\$1,100	\$262	\$262		
Cooma CBD footpath upgrades	\$350	\$16	\$16		
Cooma North Ridge upgrades	\$230	\$19	\$19		
Cooma sports hub	\$14,000	\$266	\$266		
Cowbed Creek Bridge Replacement	\$1,800	\$638	\$638		
Delegate Preschool drainage improvements	\$257	-\$48	-\$48		
Delegate School of Arts upgrades	\$877	-\$94	-\$94		
Jindabyne shared trails	\$11,500	\$11,089	\$11,089		
Jindabyne pool roof & HVAC	\$2,250	\$608	\$608		
Jindabyne skate park upgrade	\$1,100	\$145	\$145		
Nimmitabel Showground upgrades	\$215	\$183	\$183		
Ryrie St Michelago Extension	\$1,789	-\$238	-\$238		
TOTAL	\$42,418	\$15,558	\$15,558	\$0	\$0

Notes:

- 1) The funding moves across financial years with the project. The figures are only an indication of the original source and do not indicate any change in the level of available fund for the project, only the timing.
- 2) As the financial year is finalised there will be some change in the amounts carried across the financial year. Undertaking this process early allows budgets to be in place for these items earlier, improving the financial information.
- 3) These adjustments primarily relate to projects managed by the Corporate Projects group. Other projects will be reviewed and advised in later reports.
- 4) Variations of under \$10,000 have not been included but will be rolled forward, if not revenue funded.

9.4.4 DRAFT MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE 20 JUNE 2022

Record No: I22/458

OFFICER'S RECOMMENDATION

That Council receive and note the Draft Minutes of the Audit, Risk and Improvement Committee meeting held on 20 June 2022.

ISSUES

Nil.

RISK ASSESSMENT

Council's ARIC provides independent assurance and assistance to Council and indirectly the community members in respect to risk management, the control framework, legislative compliance, internal audit and external accountability responsibilities. The Committee relies on the work of Internal Audit to provide more in-depth assessment of the council's risk and control environment.

Advantages to the community from Council's ARIC result in independent oversight of controls and operations, giving assurance to the Community that Council is systematically addressing risk, ensuring compliance and providing best practice.

FINANCIAL IMPACTS

Costs for the operations of Council's ARIC are met in the budget as set.

RESPONSIBLE OFFICER: Chief Executive Officer

OPTIONS CONSIDERED

Nil.

IMPLEMENTATION PLANS

Nil.

EXISTING POLICY/DECISIONS

Nil.

BACKGROUND

The Snowy Monaro Regional Council's Audit, Risk and Improvement Committee (ARIC) was established in June 2016. The current charter was adopted by Council in March 2020. The ARIC comprises four independent members and one councillor.

An effective ARIC has the potential to strengthen the control environment (of which it is part) and assist the Chief Executive Officer and Council to fulfil their stewardship, leadership and control responsibilities. Council's ARIC has its own Charter which is resolved by Council. The Audit, Risk and Improvement Committee Charter outlines the authority, role and responsibility of Council's ARIC.

ATTACHMENTS

1. Draft Minutes - Audit, Risk and Improvement Committee 20 June 2022



SNOWY MONARO
REGIONAL COUNCIL

Minutes

(DRAFT)

Audit Risk And Improvement Committee Meeting

20 June 2022

**AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
 HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA NSW 2630 AND VIA
 MICROSOFT TEAMS**

ON MONDAY 20 JUNE 2022

MINUTES

Notes:

1.	OPENING OF THE MEETING.....	3
2.	APOLOGIES.....	3
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST.....	3
8.2	Management Letter on the Planning Phase of the Audit	4
8.1	Engagement Letters (2) for the Local Roads and Community Infrastructure Program (LRCI) for the years ended and ending 30 June 2021 and 2022 respectively	4
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DRAFT

MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
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**MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA NSW 2630 AND VIA
MICROSOFT TEAMS**

**ON MONDAY, 20 JUNE 2022
COMMENCING AT 10.05AM**

PRESENT:

Voting Attendees:

Michael Quirk, Independent Member (*Chair*)
Miles Pearson, Independent Member
John Barbeler, Independent Member
Andrew Cox, Independent Member
Councillor Lynda Summers, Council Member

Non-Voting Attendees:

Peter Bascomb, Chief Executive Officer

Guests:

David Rawlings, Chief Strategy Officer
Councillor Tricia Hopkins, Council Member (*Alternate*)
Mayor Narelle Davis
Gary Mottau, A/g Chief Financial Officer
Scott Goudie, Coordinator ICT
Richard Doolan, Chief Workforce Officer
Jeff Morgan, Chief Operating Officer
Phil Swaffield, National Audits Group
Lawrissa Chan, Director - Financial Audit - Audit Office of NSW
Furqan Yousuf, Audit Leader - Financial Audit - Audit Office of NSW
Sandra McEwan, Executive Assistant (Strategy) (*Secretariat*)

1. OPENING OF THE MEETING

The Chair opened the meeting at 10.05AM with Acknowledgement of Country and showing respect to the elders past, present and emerging of the lands upon which the meeting took place.

2. APOLOGIES

NIL.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil.

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Reports 8.1, 8.2 and 8.3 were moved to this section of the meeting.

Attendance of Director – Financial Audit and Audit Leader, Audit Office NSW

Lawrissa Chan, Director – Financial Audit and Furqan Yousuf, Audit Leader joined the meeting at 10.05am.

8.2 MANAGEMENT LETTER ON THE PLANNING PHASE OF THE AUDIT

Record No: I22/323

Lawrissa Chan reported that there were ten issues including two high risk issues:

- Council's Financial Sustainability – robust cash flows analysis completed.
- Deficiencies in Financial Controls – issue to remain open and monitored at the Interim audit visit.

John Barbeler requested a report from management on the status.

Gary Mottau:

- Cash flow - process started at the last committee meeting. We have reported unrestricted cash every month since March to the council.
- Financial controls – We reported to the council in April 2022 that we have rolled the ledger. We have not rolled the stormwater drainage yet, progressively working through all the issues. Soft close was scheduled for 31 May 2022 and was the basis of the May monthly budget review included elsewhere in this agenda.
- Forecasting the actual result is in the monthly funds management report to Council. Council's expenditure is only accessing the funds for the purpose that is intended.

Michael Quirk noted that progress is being made and he will liaise with staff before the next meeting.

COMMITTEE RECOMMENDATION

ARIC13/22

That the Audit, Risk and Improvement Committee receive and note the information in the management letter on the planning phase of the audit as progress of the external audit of the general and special purpose financial reports for the year ending 30 June 2022.

Moved Mr Pearson

Seconded Mr Barbeler

CARRIED

8.1 ENGAGEMENT LETTERS (2) FOR THE LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM (LRCI) FOR THE YEARS ENDED AND ENDING 30 JUNE 2021 AND 2022 RESPECTIVELY

Record No: I22/357

Lawrissa Chan noted that one of the engagements had been successfully completed.

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COMMITTEE RECOMMENDATION

ARIC14/22

That the Audit, Risk and Improvement Committee receive and note the additional audit engagements being conducted and to be conducted for compliance with grant funding agreements for the year ended and ending 30 June 2021 and 2022 respectively.

Moved Mr Barbeler

Seconded Mr Pearson

CARRIED

Lawrissa Chan and Furqan Yousuf left the meeting at 10.30am.

Attendance of National Audits Group

Phil Swaffield, National Audits Group joined the meeting at 10.30am.

8.3 RATES MANAGEMENT - FINAL INTERNAL AUDIT REPORT WITH MANAGEMENT RESPONSES

Record No: I22/358

Phil Swaffield commented on the Rates Management Internal Audit:

- Minor non-compliance, resourcing issues, reminder notices not sent out on time.
- No extreme issues, but areas for improvements.

Comments from Committee members:

- Positive commentary was not included in the final report, request that it be incorporated in the future.
- Reasonable assurance – request that it be taken out in future as it is not appropriate for internal audits.
- Provide assurance over the risks and a sense of categories of risk in the future.
- Noted the observation relating to Rates outstanding indicator for 2020/21.
- The report and format well received.

Gary Mottau:

- Rates and annual charges were previously incorrectly calculated – will be restated this year.
- Most significant positive issue missing in the report is the timely processing of supplementary rates.
- Reminder notices are now being issued in a more timely manner with missed 4th instalment notices going out this week. Rate arrears should come down as there is evidence of improvements in rates collections.
- Two new rates staff have commenced recently.

COMMITTEE RECOMMENDATION

ARIC15/22

That the Audit, Risk and Improvement Committee receive and note the audit opinion, recommendations and management's responses in respect of rates management activities.

Moved Mr Cox

Seconded Mr Barbeler

CARRIED

Phil Swaffield left the meeting at 10.45am.

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Reports 6.1, 6.2 and 6.3 were moved to this section of the meeting.

Attendance of ITC

Scott Goudie, Coordinator ITC joined the meeting at 10.45am.

6.1 INFORMATION TECHNOLOGY GENERAL CONTROLS

Scott Goudie:

- Cyber security incidents registered in content manager including:
 - Two fraud attempts. Procedures were not followed. Investigations ongoing from police.
 - Accounts payable received an invoice from a 'spam' vendor.
 - Hackers accessed the exchange server. Picked up in time before any damage occurred.
- Risk assessment (reopen this item – not completed):
 - Patches have put down Civica Authority. Need to identify problems, and how to handle them.
 - Quarterly Cyber report and annual penetration testing and disaster recovery testing.
 - Risk actions to be uploaded in CAMMS and update report to be provided to ARIC.
 - Work to standards and guidelines, no documented process.
- Cyber awareness training for all staff - using ELMO with interactive training processes.
- Spiceworks – currently looking for a better online service provider. In progress, not completed.
- Legacy networks from previous shires - decommission old legacies. High priority and extreme risk for the organisation.
- User access - consolidating networks from previous shires and ensuring staff have the right access. Identified and ongoing.

Committee members:

- Requested a feedback report on risk assessment at the next meeting and once completed engage ARIC for discussion.
- Contractors – ensure when they come into the organisation they undertake cyber security and WHS training.
- Formalise the response plan including what actions and communications to take.
- Noted that SMRC is not a Member of Cyber Security NSW group.
- OB10.01 Disaster Recovery Plan should be reassigned from Risk Management to ITC.

Scott Goudie left the meeting at 11.40am.

Adjournment of Meeting

The meeting adjourned for a break at 11.40am.

Resumption of Meeting

The meeting resumed at 11.50am.

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Attendance of Chief Operating Officer and Manager Built & Natural Environment

Jeff Morgan, Chief Operating Officer and John Gargett, Manager Built & Natural Environment joined the meeting at 11.50am.

6.2 DEVELOPMENT ASSESSMENT

John Gargett -

- Procedure for Development Applications:
 - A - B – more work required, not completed.
 - C – completed:
 - Planning portal checklist determines legislative items – addressed, documented and signed off.
 - Onsite inspections for DAs. Recorded in the Authority system.
 - Returns – information from the planning portal.
 - Policies adopted.
 - D – J – completed.

Jeff Morgan pointed out that a cut to services with no rate rise and no DA help assistance will impact on A and B.

John Gargett left the meeting at 12.04pm.

6.3 BUILDING SECURITY

Jeff Morgan –

- Key Register - no further action, lack of resources.
- Photo ID cards – no budget allocated.
- Alarms and surveillance cameras – no budget allocated. Installation of surveillance at waste facilities due to inappropriate behaviour from the community.
- Swimming pools – problematic cost for delivering the service.
- Updates in CAMMS will give clarity on actions taken and recorded in the system.

Committee members:

- High risks – nothing will change until there is an available budget. Need more positive response from management. Not addressing the risk, but accepting the risk. Request some definitive closure on the high risk resolutions at the next meeting in September 2022.
- Audit recommendations hang around for 3-5 years – onerous on management to do something and address these risks.

John Barbeler left the meeting at 12.20pm and returned at 12.25pm during discussion on Item 6.3.

Jeff Morgan left the meeting at 12.28pm.

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4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING 21 MARCH 2022

COMMITTEE RECOMMENDATION

ARIC16/22

THAT the minutes of the Audit Risk And Improvement Committee Meeting held on 21 March 2022 are confirmed as a true and accurate record of proceedings.

Moved Mr Barbeler

Seconded Mr Pearson

CARRIED

5. BUSINESS ARISING

5.1 ARIC RESOLUTION UPDATES

Record No: I22/383

Michael Quirk:

- Intend to hold meetings with senior staff to obtain better understanding of outstanding action items. A more streamlined process with dialogue and raising concerns between ARIC meetings. Needs improvement so that we can come back to the next meeting with better information for the committee.
- Some action items are two or more years old which need to be eliminated or reworded.
- Risks need to be formally accepted as a risk by management or address them in one way or another.
 - Peter Bascomb agreed to participate in a meeting to discuss action items.

John Barbeler requested that actions not picked up in the Resolution updates be included in the Business Arising section of the Agenda for the next meeting.

COMMITTEE RECOMMENDATION

ARIC17/22

- A. That the Audit, Risk and Improvement Committee receive and note the information in the ARIC Resolution Updates report.
- B. That ELT review and examine older items for the value of their continued inclusion in the ARIC Resolution Updates Report.

Moved Councillor Summers

Seconded Mr Pearson

CARRIED

5.2 AUDIT RECOMMENDATION UPDATES

Record No: I22/377

Committee members:

- Audit Recommendations Summary table. Note a number of recommendations completed in this quarter. Question on how many completed since March 2022? Request an extra column to show this information.

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- Extension of target date requests, noted. If ARIC does not approve the extension and if management accepts this, ARIC becomes part of the operations of council.

David Rawlings:

- Explained that the first target date is set. If a change is required, the extension request form is completed and presented to ARIC for approval.
- Risk appetite. Risk assessment is now part of council reports, there is a risk management framework in place. Pushing staff to use the matrix.
- Large body of work for one person – no Risk Officer. Recruitment for this position has been a problem due to salary and accommodation issues.

COMMITTEE RECOMMENDATION

ARIC18/22

That

- The Audit, Risk and Improvement Committee receive and note the information in the ARIC resolution updates report.
- The following changes to due dates be noted:
 - Audit IAF2005-00, Recommendation OB06-01 from 30 June 2022 to 30 October 2022.
 - Audit IA20-5A, Recommendation IA20-5A_R01 (OB01) from 30 June 2022 to 30 June 2023.
 - Audit IA20-5A, Recommendation IA20-5A_R02 (OB02) from 30 June 2022 to 31 August 2023.
 - Audit IA20-5A, Recommendation IA20-5A_R03 (OB03) from 30 June 2022 to 31 August 2023.
- That the Audit, Risk and Improvement Committee note the extension of target dates, however express concern about the continuing exposure of Council to weaknesses identified in Internal Audits that remain unresolved for extended periods of time.

Moved Mr Pearson

Seconded Mr Cox

CARRIED

6. PRESENTATIONS

Items 6.1, 6.2 and 6.3 have been moved to another part of the document.

7. SPECIAL AGENDA ITEMS

Nil.

8. REPORTS

Item - 8.1. Engagement Letters (2) for the Local Roads and Community Infrastructure Program (LRCI) for the years ended and ending 30 June 2021 and 2022 respectively - has been moved to another part of the document.

Item - 8.2. Management Letter on the Planning Phase of the Audit - has been moved to another part of the document.

Item - 8.3. Rates Management - Final Internal Audit Report with Management Responses - has been moved to another part of the document.

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Adjournment of Meeting

The meeting adjourned for lunch at 1.00pm.

Resumption of Meeting

The meeting resumed at 1.25pm.

Attendance of Chief Workforce Officer

Richard Doolan, Chief Workforce Officer joined the meeting at 1.25pm.

8.4 WORKFORCE MANAGEMENT REPORT

Record No: I22/384

Responsible Officer: Chief Executive Officer
Author: Chief Workforce Officer
Key Theme: 4. Leadership Outcomes
CSP Community Strategy: 10.1 Planning and decision making is holistic and integrated and has due regard to the long term and cumulative effects
Delivery Program Objectives: 10.1.1 Council has a transparent and bold growth objective which provides a framework for decision making
Attachments: 1. Work Health & Safety Report February - May 2022

EXECUTIVE SUMMARY

The Work Health & Safety Report February – May 2022 is presented to the Audit, Risk and Improvement Committee for information.

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

Richard Doolan:

- WH&S has positive signs in place. Our new Team Leader WH&S is bringing enthusiasm and has lots of ideas going forward. An additional staff member commencing soon.
- Workplace Inspections happening now.
- Projects – business excellence framework (ABEF) and service reviews. Positions for Team Leader and Project Officer not recruited, interviewed twice without success. These roles will assist service review outcomes, map and improve the processes.
- Trend on psych – impact to the organisation. Injuries include mental illness, bullying and abuse. Need to support our staff. Working on resilience and tracking situations.
- Tracking the near misses. Vault not being used to its full extent, some training for staff required.
- Alcohol testing conducted on a random approach. No drug testing in place.
- Monthly reporting to ELT regarding workforce on recruitment, retention, unplanned leave, flex balance and trends. This report to be provided to ARIC on a periodic basis.

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Committee Members:

- Good WH&S report – well done.
- Injury frequency rate – fantastic results.
- Visibility of State Cover – request a report.

COMMITTEE RECOMMENDATION

ARIC19/22

That the Audit, Risk and Improvement Committee receive and note the information in the report on Work Health & Safety Report February – May 2022.

Moved Mr Barbeler

Seconded Councillor Summers

CARRIED

Richard Doolan left the meeting at 1.50pm.

8.5 INVESTMENT POLICY REVIEW

Record No: I22/342

Gary Mottau advised that the Investment Policy is due for review.

Committee members requested any revised draft of the policy be brought back to ARIC for their review prior to presenting to council as a draft to go on public exhibition prior to adoption.

COMMITTEE RECOMMENDATION

ARIC20/22

That the Audit, Risk and Improvement Committee notes the review of the Investment Policy and requests any revised draft of the policy be brought back to ARIC for adoption.

Moved Mr Quirk

Seconded Councillor Summers

CARRIED

8.6 CONSIDERATION OF AN INDEPENDENT AUDIT

Record No: I22/368

David Rawlings advised that the councillors have made the decision to receive a scope for an independent audit. The staff are not involved in this audit.

Councillor Summers:

- Requested that the Chair of ARIC participate in discussions of the scope to ensure consistency and make sure the wording is right.
- Platform which is attractive to the community and what they want.

Mayor Narelle Davis advised that an Audit Scoping Workshop has been organised for 30 June 2022 for councillors and she encourages ARIC to work with Council in regard to this process.

Michael Quirk commented that it was unclear on what is the audit intending to provide for Council. Important to get the scoping right and ARIC to have some input to add value to the process.

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COMMITTEE RECOMMENDATION

ARIC21/22

- A. That the Audit, Risk and Improvement Committee receive and note the information.
- B. That the Chair of ARIC provide advice towards the scope of the independent audit and support input to the final report.
- C. That the final report is presented to ARIC for pre-adoption before it goes to Council.

Moved Mr Quirk

Seconded Mr Barbeler

CARRIED

8.7 YEAR-END CHECK LIST PROJECT PLAN 2022

Record No: I22/332

Gary Mottau:

- Included list by the Audit Office of NSW. Trying to achieve a timely completion and get rid of high risk matters e.g. RFS, financial sustainability, unrestricted cash, control over expenditure and income. Income is grant dependant. Grant reporting and acquittals needs to happen much quicker.
- Audit Office of NSW will next visit on 4 July 2022 for the interim audit. Waiting on the revaluation of water and wastewater assets and swimming pools. Need to meet the 31 October 2022 deadline for the financial statements. The Engagement Closing report is expected to be issued on 19 October 2022.

Committee members:

- Timeliness of the financial statements issue in the past. A project plan was not previously managed or monitored.
- Quality and assurance was not happening. Preparation work not adequate. Concern regarding the completion of the draft financial statements by the Office of Local Government for the 31 October 2022 deadline.

Peter Bascomb announced the new CFO and Manager Finance are commencing on 28 June 2022. Confident in having the resources to move forward.

COMMITTEE RECOMMENDATION

ARIC22/22

That the Engagement Information Request 2022 provided by the Audit Office of NSW be received and the progress in respect of the audit of the financial statements for the year ending 30 June 2022 be noted.

That the Audit, Risk and Improvement Committee request the Chief Financial Officer provide an update on the status of the Financial Statements and an update on the tracking of revaluations.

Moved Mr Cox

Seconded Mr Barbeler

CARRIED

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8.8 MONTHLY FUNDS MANAGEMENT REPORT - MAY 2022

Record No: I22/362

Gary Mottau put forward an amendment for the Officer's Recommendation:

- That the Audit, Risk and Improvement Committee receive and note the Monthly Funds Management Report – May 2022.
- Delete Parts B and C (relevant to the June 2022 Council meeting).

Committee Members:

- Concern regarding project management. Confidence and level of assurance that projects can be delivered on time, on budget and on quality. For discussion at a future meeting.
- Internal borrowings from the Water Fund - application for approval for six projects?
 - Peter Bascomb advised the application was submitted to the Office of Local Government in December 2021 and is still being considered.

COMMITTEE RECOMMENDATION

ARIC23/22

That the Audit, Risk and Improvement Committee receive and note the Monthly Funds Management Report – May 2022.

Moved Mr Pearson

Seconded Mr Quirk

CARRIED

8.9 MONTHLY BUDGET REVIEW STATEMENT (MBRS) TO 31 MAY 2022

Record No: I22/363

Gary Mottau:

- Council now receiving monthly reports. This report was considered at the Council meeting in June 2022.
- Long Term Financial Plan for the community – Extraordinary Council meeting 23 June 2022 for adoption. Scenario 1 means no rate rise and service cuts. Scenarios 2, 3 and 4 means an increase in rates and various levels of services provided.

COMMITTEE RECOMMENDATION

ARIC24/22

That the Audit, Risk and Improvement Committee receive and note the subject report was considered by the Council at its June 2022 meeting, including the following recommendation:

That the Budget Review Statement for the month ended 31 May 2022 be received and the variations noted therein be approved.

Moved Mr Quirk

Seconded Mr Pearson

CARRIED

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8.10 CHIEF EXECUTIVE OFFICER REPORT

Record No: I22/389

Responsible Officer: Chief Executive Officer

Author: Chief Strategy Officer

Key Theme: 4. Leadership Outcomes

CSP Community Strategy: 10.2 Sound governance practices direct Council business and decision making

Delivery Program Objectives: 10.2.1 Independent audit and risk framework drives accountability

Attachments: Nil

ARIC Charter Reference: 5.2.8; 5.3.6; 5.6.1; 5.7.1; 5.8.4

EXECUTIVE SUMMARY

Council's Audit, Risk and Improvement Committee (ARIC), at its meeting on 5 December 2018, requested (Resolution No. ARIC97/18) *that a verbal report by the General Manager regarding Council plans and direction be included in all meetings as a standard agenda item.*

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

Peter Bascomb:

- Fraud – email to payroll to modify a staff member's bank details.
- Plans and strategies being presented to the Extraordinary Council meeting on 23 June 2022 for adoption:
 - Long Term Financial Plan (with 3 scenarios of possible rate rise plus a base case of no SRV requiring service cuts to balance the budget). Further community consultation will continue with a view to a Council decision whether to lodge an EOI to IPART in November 2022. Any final submission to IPART would be due in February 2023 for an SRV to apply in the 2023/2024 financial year.
 - Delivery Program 2022-2026
 - Operational Plan 2022-2023
 - Revenue Policy 2022-2023
 - Fees & Charges 2022-2023
 - Resourcing Strategy:
 - Workforce Management Strategy
 - Asset Management Policy
 - Asset Management Strategy
 - Asset Management Plans (need to fund our Asset Management Program – grants will not cover the ongoing costs)
- Divestment of Aged Care – ongoing. Work continues to ensure income matches levels of service to improve financial position.

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- Have not had a stable Executive Leadership Team since late 2018 leading to difficulties in implementing consistent improvements across the organisation. A Chief Workforce Officer has been recruited. A new Chief Financial Officer and Manager Finance commencing on 28 June 2022, both have Local Government experience
- Moving forward very slowly in culture risks, dislike of change and unable to get resources into critical positions.
- Roads – huge maintenance workload for the roads crews due to floods, still have closed roads around the region.

COMMITTEE RECOMMENDATION

ARIC25/22

That the Audit, Risk and Improvement Committee receive and note the information provided by the Chief Executive Officer.

Moved Mr Pearson

Seconded Mr Barbeler

CARRIED

9. GENERAL BUSINESS

9.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE CHARTER

Committee Members:

- ARIC Charter to be reviewed – out of date, due for review in March 2020.
- Ensure the Charter is consistent with Office of Local Government Guidelines.
- Note that the updated OLG Guidelines have not been issued.

COMMITTEE RECOMMENDATION

ARIC26/22

That the Audit, Risk and Improvement Committee Charter be circulated out of session, information to be provided to David Rawlings and brought back to the meeting in September 2022 for discussion and adoption.

Moved Mr Cox

Seconded Mr Pearson

CARRIED

9.2 AUDIT ACTION PLAN

David Rawlings:

- CRJO joint approach for a new audit action plan – not progressed.
- Engaged National Audits Group to develop a SMRC audit action plan.

10. NEXT MEETING

Monday, 12 September 2022

There being no further business the Chair declared the meeting closed at 3.25pm

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CHAIRPERSON

The above minutes of the Audit Risk And Improvement Committee Meeting of Snowy Monaro Regional Council held on 20 June 2022 were confirmed by Committee at a duly convened meeting on 12 September 2022 at which meeting the signature hereon was subscribed.

DRAFT

9.4.5 CONFIRM PANEL OF CONDUCT REVIEWERS

Record No: I22/460

OFFICER'S RECOMMENDATION

That Council adopt the panel of conduct reviewers in accordance with the CRJO recommendation.

ISSUES

The Model Code of Conduct for Councils in NSW - Administrative Framework (Part 3 of the Procedures) requires that councils and joint organisations establish a Panel of Conduct Reviewers. Councils may enter into an arrangement with one or more councils to share a panel of conduct reviewers including through a joint organisation.

The Canberra Region Joint Organisation (CRJO) conducted an expression of interest process culminating in the recommendation to appoint 18 firms to the CRJO Conduct Review Panel.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes

Adopting the recommendation of the CRJO is low risk and ensures council may simply comply with its obligations in managing conduct review when required.

FINANCIAL IMPACTS

The cost of complaint assessment and investigation where required is contained within Council's budget.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

Alternate options for selecting a panel of conduct reviewers was not considered or recommended.

IMPLEMENTATION PLANS

Following council's decision council's records will be updated and disseminated to relevant staff.

EXISTING POLICY/DECISIONS

Council previously adopted a corresponding CRJO recommendation to adopt a panel of conduct reviewers at the ordinary council meeting on 15 August 2019.

BACKGROUND

On behalf of the CRJO, Bega Valley Shire Council with the assistance of representatives from Yass and Wingecarribee Councils facilitated an Expression of Interest process seeking eligible persons or firms for appointment to a Regional Panel of Conduct Reviewers to replace the existing panel which expired on 30 June 2022.

The EOI was posted to the open market via the Bega Valley Shire Council VendorPanel portal and closed at 4pm on Monday the 13th June 2022. As at the time of closing 127 consultants had read the EOI, with 28 lodging a response including 11 who were also on the previous CRJO Panel.

An evaluation panel was formed consisting of employees from across several CRJO member councils who combined have experience in a broad range of professional areas including business, governance, procurement, law and investigations.

Following closure of the EOI submission period, the evaluation panel members independently reviewed all of the submissions and on Wednesday 22nd June 2022 met to conduct a group evaluation based on the evaluation criteria as published in the EOI documentation and aligned to the criteria set out within the Model Code Procedures.

Upon reviewing the full scoring the panel jointly arrived at the view that the 18 firms who scored greater than 50% in the evaluation process were all worthy of being recommended for appointment to the CRJO Conduct Review Panel for the period of 1 July 2022 to 30 June 2026.

The recommended firms for appointment to the panel are:

1. **Australian Workplace Training & Investigation**
2. **Bal Lawyers**
3. **BDO Services Pty Ltd**
4. **Centium Pty Ltd**
5. **Local Government Legal**
6. **Maddocks**
7. **McCullough Robertson Lawyers**
8. **Mediate Today Pty Ltd**
9. **Nemesis Consultancy Group**
10. **O'Connor Marsden And Associates Pty Ltd**
11. **Pendlebury Work Place Solutions**
12. **RSM**
13. **Sinc Solutions Pty Ltd**
14. **Train Reaction Pty Limited**
15. **Weir Consulting (National)**
16. **Winton Consulting Pty Ltd**
17. **Wise Workplace**
18. **Workdynamic Australia**

ATTACHMENTS

Nil

9.4.6 RESOLUTION ACTION SHEET UPDATE

Record No: I22/422

OFFICER'S RECOMMENDATION

That Council receive the resolution update for the period ending June 2022.

BACKGROUND

In order to provide Councillors with updates on resolutions of Council, a report has been generated with a summary of actions that are current and have recently been completed, for the period ending June 2022.

The In Progress Resolution Action Sheet for period ending June 2022 is attached to this report.

RESPONSIBLE OFFICER: Chief Strategy Officer

ATTACHMENTS

1. Updates to July Meeting - In Progress Actions up to end of June 2022
-

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
1074	23 June 2022	168/22	Post-Exhibition Report - Long-Term Financial Plan That the long term financial plan be adopted A. Noting the financial planning and sustainability policy and principles addresses the concerns of many of the submissions in regards to the Council continually seeking opportunities to become more efficient and effective. B. Note that this is the first stage on an ongoing process of consultation leading to a solution to the resourcing of the services and infrastructure desired by the community, not a final decision. C. Commence the process of developing information to support community engagement on the SRV required to sustainably resource the existing infrastructure. D. Including an item in the operational plan to review the oncosting methodology to ensure that current costs are accurately reflected in the services and projects reliant on specific purpose revenue. E. Changing the reference in the first principle point from the community strategic plan to the delivery plan to more accurately reflect the connection between the documents.	Chief Strategy Officer	08/07/2022 – DR: Updates to document undertaken. Other aspects are ongoing. Item complete.	25/07/2022	Y
1073	23 June 2022	169/22	Post-Exhibition Report - Delivery Program 2022-2026, Operational Plan 2022-2023, Revenue Policy 2022-2023, Fees and Charges 2022-2023 That Council	Coordinator Strategy Development	06/07/2022 – GMC: Amendments made to the required plans, and plans published to Council's webpage. Action completed.	25/07/2022	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>A. Adopt the 2022-26 Delivery Program, with the following amendments to the Draft:</p> <p>a) Amend Page 39 of Draft DP doc: 1st sentence: add "& divestment" to the end of the sentence.</p> <p>b) Amend Page 40 of Draft DP doc: Timeframe table: Both Row 1 & Row 2 should have ticks in all four of the year boxes. (Indicating progressive, ongoing carriage).</p> <p>c) Amend Page 41 remove measure "60% Council buildings maintained to an asset condition level <= 4".</p> <p>d) Amend Page 42 Delete the measure text "< ten complaints of illegal activity against compliance with POMs";-</p> <p>e) Include investigate funding opportunities to develop a Climate Resilience Strategy. This action to be included in year one of the Delivery Program and 2022-2023 Operational Plan as an action.</p> <p>f) Include scope a parking gaps analysis for Cooma as part of the 2022-2026 Delivery Program, to be funded within existing budgets.</p> <p>g) Include project scope a Cooma and Cooma Back Creek beautification project as part of year one Delivery Program, to be funded within existing budgets.</p> <p>B. Adopt the 2022-2023 Operational Plan, including the annual budget, with the following amendments to the Draft:</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			a) Include action in the 2022-2023 Operational Plan to seek costings for digitisation of records. b) Included project scope a Cooma and Cooma Back Creek beautification project as part of the 2022-2023 Operational Plan, to be funded within existing budgets. c) Include investigate funding opportunities to develop a climate resilience strategy. This action to be included in 2022-2023 Operational Plan as an action, and funded from existing budgets. d) Amend Page 26 of Draft doc: 1st sentence: Please add "& divestment" to the end of the sentence. e) Remove \$000's from operating expenditure column title on page 15. f) Amend actions table 4th row on page 26: Measure text should read: "Project plan is completed and key stakeholders identified." g) Remove duplication - Actions table 2nd row on page 26. h) - Referring to the end results of a project which is yet to be completed, the PoMs; The measure "<10 complaints received of illegal activity" on page 26. i) Remove measure "60% Council buildings maintained to an asset condition level <= 4" from actions table 1st row:				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>j) Amend 2nd bullet point after delivery program principal activities, should read: "Prepare a project plan for the streamlining of access to key public and operational sites."</p> <p>C. Adopt the 2022-23 Revenue Policy as placed on public exhibition.</p> <p>D. Adopt the 2022-2023 Schedule of Fees and Charges, in accordance with section 608 of the <i>Local Government Act 1993</i>, as placed on exhibition, with the following amendments to the Draft:</p> <p>a) Amend the Delegate Sportsground annual fees and charges</p> <p>b) Amend the Michelago Hall hire fees to the following:</p> <p>(i) A flat fee per hour: \$12.00</p> <p>(ii) Refundable deposit bond: \$160.00</p> <p>(iii) (no longer distinguishing between community or commercial)</p> <p>(iv) Private evening / Party function: \$215.00</p> <p>(v) Refundable deposit bond: \$250.00</p> <p>(vi) Requests for hire of equipment such as tables, chairs, kitchen, etc, to be arranged on a case-by-case basis with the committee.</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>c) Amend the Bombala Showground fees to the following:</p> <ul style="list-style-type: none"> (i) Delete, use of stove and hire of wooden trestles. (ii) Chairs, tables, crockery be noted as (outside hire). (iii) Amend to round off fees to the nearest 5 cents. <p>E. Making of the Levy of Ordinary Rates for Snowy Monaro Regional Council</p> <p>a) For the year 2022/2023, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.00343401 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$485.90 per assessment being 45.3% of the total amount payable on all rateable land categorised as Business. This rate is to be named Business.</p> <p>b) For the year 2022/23, in accordance with Section 518 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.00858502 rate in the dollar on the land value. In accordance with Section 548 of the <i>Local Government Act 1993</i>, Council make a base amount of \$1,214.80 per assessment being 2.8% of the total amount payable on all rateable land categorised as Business Electricity Generation. This rate is</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>to be named Business Electricity Generation.</p> <p>c) For the year 2022/23, in accordance with Section 515 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.00343401 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$485.90 per assessment being 23.9% of the total amount payable on all rateable land categorised as Farmland. This rate is to be named Farmland.</p> <p>d) For the year 2022/23, in accordance with Section 517 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.00858502 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$1,214.80 per assessment being 0% of the total amount payable on all rateable land categorised as Mining. This rate is to be named Mining.</p> <p>e) For the year 2022/23, in accordance with Section 516 of the <i>Local Government Act 1993</i>, Council make an Ordinary Rate of 0.00343401 rate in the dollar on the land value. In accordance with Section 499 of the <i>Local Government Act 1993</i>, Council make a base amount of \$485.90 per assessment being 49.6% of the total amount payable on all rateable land categorised as Residential. This rate is to be named Residential.</p>				

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			F. Levy of Rates a) That the rates as made be levied for the 2022/2023 year by service of a Rates and Charges Notice pursuant to section 546 of the <i>Local Government Act 1993</i> . G. Interest a) In accordance with section 566(3) of the Local Government Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2022 to 30 June 2023 (inclusive) will be 6.0% per annum . H. Works to reducing the approved deficit budget to a balanced budget if possible.				
1072	23 June 2022	170/22	Resourcing Strategy That Council A. Endorse the Snowy Monaro Workforce Management Strategy as a component of the Resourcing Strategy B. Adopt the Snowy Monaro Asset Management Policy as a component of the Resourcing Strategy C. Adopt the Snowy Monaro Asset Management Strategy as a component of the Resourcing Strategy D. Adopt the Snowy Monaro Asset Management Plans for each class of assets as components of the Resourcing Strategy.	Coordinator Strategy Development	06/07/2022 – GMC: Resourcing Strategy adopted by Council - Strategy published to Council's webpage. Action completed.	25/07/2022	Y
1071	16 June 2022	156/22	Post Exhibition Report - Draft Section 7.12 Local Infrastructure Contributions Plan and Draft Voluntary Planning Agreement and Land	Strategic Land Use Planner	07/07/2022 – BD: A. Plan finalised & placed on website. Part F of	18/07/2022	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			Dedication Policy That Council A. Adopt the Snowy Monaro Section 7.12 Local Infrastructure Contributions Plan (Attachment 1) in accordance with Clause 214(1)(b) of the <i>Environmental Planning and Assessment Regulation 2021</i> B. Publish a public notice of its decision on Council's website within 28 days of this resolution, in accordance with Clause 214(2) of the <i>Environmental Planning and Assessment Regulation 2021</i> C. Publish a notice which outlines Council's intention to repeal existing contributions plans, in accordance with Clause 215(3) of the <i>Environmental Planning and Assessment Regulation 2021</i> D. Adopt the Snowy Monaro Voluntary Planning Agreement and Land Dedication Policy E. Notify persons who made a submission of Council's decision. F. That the Jindabyne library be added to the projects to be funded from Jindabyne Developer Contributions.		the resolution was added to the schedule of works. B. & C Notice published on Council's website on 17/06/22 outlining intent to repeal and adoption of new plan (CM22/60807) D. Policy finalised and placed on website E. Submitters email on 21/06/2022 (CM22/62354) F. Jindabyne Library added to Jindabyne schedule of works. No further action is required. Action is complete.		
1070	16 June 2022	157/22	Post Exhibition Report - Community Strategic Plan 2042 That Council A. Adopt the Community Strategic Plan 2042 with the following amendments: (a) Amend the first strategic objective under 'our economy' to read 'Have increased work opportunities available enhanced by innovation ',	Coordinator Strategy Development	24/06/2022 – GMC: Completed.	18/07/2022	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			(b) Amend the strategy under objective 2.1 to read: 'Ensure important agricultural and forestry land is identified, and continues to be used for agricultural and forestry production', (c) Include Snowy Hydro Limited, Thredbo Pty Ltd and Vail Resorts as 'partners' in the strategy: 'Improve the value generated from tourism' under objective 2.1, (d) Amend objective 3.1 to include educational establishments as a partner in each strategy, (e) Amend the second dot point in the 'our environment' strategic outcomes to read: 'Have in place land use controls that protect the natural environment including visual and scenic values', (f) Change the measure under our environment to read: ' Increase in hectares of available refuge area for identified NSW threatened species' and the target to read >5% B. Notify persons who made submission of Council's decision.				
1069	16 June 2022	166/22	Tender Recommendation Report Bombala & Delegate Water Treatment Plants Design & Construction The Council, pursuant to s 178 (3) (e) of the Local Government Act:	Manager Water Wastewater	07/07/2022 – JD: Letters to all tenderers have been compiled and negotiations will begin in the next couple of weeks.	18/07/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			A. Appoint Water Treatment Australia as preferred tenderer and authorise the CEO to negotiate the final compliance aspects for the WTP Design and Construct tender. B. Authorise the CEO to negotiate with the second place tenderer if negotiations with the preferred tenderer fail. C. Authorise the CEO to sign the necessary contract documentation.				
1068	16 June 2022	161/22	Support for Jindabyne That Council A. Actively seek out and apply for available grant opportunities, such as the NSW Community Building Partnership Grant, or other suitable community infrastructure grants for the purpose of installing additional street lighting in Jindabyne township and streets B. Work with government at both State and Federal level to find available options for better transport solutions for Jindabyne. Examples include, but are not limited to; additional taxi licences, community/government funded buses, lobbying to ride-share companies like Uber to include Jindabyne as a service area C. Work with Snowy Mountains Liquor Accord to gain further advice on what else council can do to assist the community from a local government level	Chief Operating Officer	06/07/2022 – JM: Community safety meeting held with key stakeholders on 5 July 2022. Key actions identified to be worked on before reporting back to stakeholders.	18/07/2022	N

SMRC Resolution Action Sheet – In Progress							
No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
1067		155/22	Organisational Performance Report May 2022 That Council vary the 2021-2022 Operational Plan as follows: A. Amend action 10.1.3.2 - Coordinate the delivery of improvement opportunities identified through business excellence self-assessments to improve Council's delivery of services, to change the word "Co-ordinate" to "Commence". B. Defer action 10.1.3.4 - Commence Service Review Framework: Develop and implement a framework for effectively reviewing Council's services to the 2022-2023 Operational Plan. C. Defer action 10.1.3.4 Commence Service Review Framework: Develop and implement a framework for effectively reviewing Council's services to the 2022-2023 Operational Plan.	Coordinator Strategy Development	24/06/2022 – GMC: Completed.	18/07/2022	Y
1066	16 June 2022	151/22	Monthly Funds Management Report - May 2022 That Council A. Receive the report indicating Council's cash and investments position as at 31 May 2022; B. Receive the certificate of the Responsible Accounting Officer; and C. A report be provided to Council at the July Council meeting in relation to detailed costings for the Bombala showground caretakers' cottage, prior to proceeding further.	Manager Corporate Projects	08/07/2022 - DR: The report is in the current meeting business paper. Complete.	18/07/2022	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
1065	16 June 2022	150/22	Donations and Sponsorship 2022 Application Score Summary That Council A. Receive the collated scores to inform allocation of funds to applications in the 2022 Donations and Sponsorship program provided in a separate report at this meeting. B. Award donations and sponsorship to the applications that achieve the highest collective scores in order as ranked within the budget set out in the policy.	Governance Officer	02/07/2022 – LO: Payments scheduled for July 2022 24/06/2022 – ED: All applicants have been notified - successful and unsuccessful - on Friday 17 June. A media release was published and the council website has been updated listing successful applicants. Payments are scheduled to be processed between 1 - 29 July.	18/07/2022	N
1064	16 June 2022	153/22	Road Naming - Biilmann Close for new road proposed in 13 lot subdivision under DA 10.2019.3004109.1 That Council endorse the name Biilmann Close to go to the Geographical Names Board for pre-approval and to be publicly advertised for a period of 28 days.	GIS Administrator	24/06/2022 – BH: No action at this stage.	18/07/2022	N
1063	16 June 2022	152/22	Road Naming Proposal - Rosamond Place for new road in 17 lot subdivision (DA 10.2020.220.1 17) That Council endorse the name Rosamond Place to go to the Geographical Names Board for pre-approval and to be publicly advertised for a period of 28 days.	GIS Administrator	24/06/2022 – BH: No action at this stage.	18/07/2022	N
1062	19 May 2022	130/22	Alice Street Jindabyne Close of Part of Road Reserve - Highview Subdivision Stage 6A Part 2 - Boundary Adjustment followed by land transfer to Owner of Lot 15 DP 1237920	Coordinator Land & Property	06/07/2022 – TP: A. In progress - Survey plan has lodged with LRS; once lot identification has been processed by LRS the Gazette notice will be	20/06/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>That Council</p> <p>A. Approve and proceed with closure of part of the Alice Street road reserve in Jindabyne (an area of approximately 150.2 metres square which is identified as Lot 1 DP 1283940 in the draft survey plan attached) at the specified southern location of the cul-de-sac, in accordance with the Roads Act 1993;</p> <p>B. Approve and proceed with boundary adjustment of the subject land area;</p> <p>C. Agrees that all costs incurred in actioning the boundary adjustment and partial road closure are the responsibility of the adjacent landowner (Lot 15 DP 1237920), inclusive of survey, general legal, registration fees and title creation costs incurred;</p> <p>D. Recognise that the 150.2m2 portion of the public road closed will initially remain vested in Council as operational land for the purposes of the Local Government Act 1993;</p> <p>E. Approve for the land parcel (identified as Lot 1 DP 1283940 in the draft survey plan attached) to be disposed of via gifted transfer to the owner of Lot 15 DP 1237920 once road closure is complete, recognising that the owner of Lot 15 DP 1237920 was the original subdivider of the land comprised in the to-be-closed road segment immediately before the public road was created;</p>		<p>published formalising the road closure (partial)</p> <p>B. Completed - Plan of subdivision approved by SMRC Planning.</p> <p>C. Noted - Conveyed to and understood by the relevant external party.</p> <p>D. Completed - Record of classification noted.</p> <p>E. Pending - To be completed at the appropriate time.</p> <p>31/05/2022 – TP:</p> <p>A & B In progress - Plan of Subdivision of part of Alice Street for title issue, and road closure under the Roads Act 1993, lodged in planning portal.</p> <p>C. Noted - Conveyed to and understood by the relevant external party.</p> <p>D. Completed - Record of classification noted.</p> <p>E. Pending - To be completed at the appropriate time.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			F. Note that Alice Street in Jindabyne will be re-aligned, extended and dedicated as Council public road upon finalisation of Stage 6A Part 2 of the Highview Estate subdivision.				
1061	19 May 2022	131/22	Payment of Superannuation to Councillors That Council provide the option to pay superannuation contributions to councillors.	Governance Officer	06/07/2022 – LO: Payment process confirmed. Forms made available to Councillors wishing to receive superannuation payments. Item complete. 02/06/2022 – LO: Investigating the capacity of Council's payroll system to administer superannuation payments to councillors. Expect indicative response from system providers by 30 June.	20/06/2022	Y
1059	19 May 2022	129/22	Cooma Weir Construction - Tender Evaluation Panel Recommendation That Council A. Cancel tender 066-2021 Construction of Cooma Weir and Fishway Replacement due to the high risk of the current environmental and economic conditions. B. Accept the Select Contractor Early Involvement proposal from Leeds Engineering and conduct a detailed pre-construction planning phase to reduce apparent risk to all prospective tenderers. C. Re-issue the tender in the second half of 2022 calendar year as a select tender to the four tendering companies that have submitted tender returns this round with a	Manager Water Wastewater	07/07/2022 – JD: This is progressing well and is on track to be completed in the next few months so that the tender can be readvertised at the end of 2022. 27/05/2022 – JD: Meeting held with Leed to establish SECI working arrangement. Contractual arrangements being finalised currently.	20/06/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			proposed construction start date of January 2023. D. Actively seek additional funding streams for the project to be constructed.				
1057	19 May 2022	122/22	Minutes from Management and Advisory Committees That Council A. Receive the minutes of the Bombala Exhibition Ground, North Ridge Reserve, Bredbo Hall, Delegate Early Settlers Hut and Delegate Sportsground management committees; and B. Receive the minutes of the Cemetery Advisory Committee. C. That a report come back to the next Council meeting on the treatment of GST with committees.	Governance Officer	06/07/2022 – LO: Matter resolved by Acting CFO regarding concerns raised over GST payments for the Bombala Exhibition Ground s355 Committee. Committee treasurer confirmed no further concerns. Item complete. 02/06/2022 – LO: Treatment of GST for committees procedures expected to be confirmed by 30 June 2022 and report to Council in August 2022.	20/06/2022	Y
1054	5 May 2022	116/22	Snowy Monaro Regional Council's Draft Suite of Integrated Planning and Reporting Documents to be Placed on Public Exhibition That Council A. Resolve to place the Draft 2022-2026 Delivery Program and 2022-2023 Operational Plan, Draft Long term Financial Plan 2022-2032, Draft Revenue Policy 2022-2023 and Draft Fees and Charges on public exhibition from 9 May to 6 June 2022 with the addition of scenario 4 of the Long term Financial Plan with an increase of 5% per year over 8 years.	Coordinator Strategy Development	24/06/2022 – GMc: Public Exhibition Completed. Item complete. 24/05/2022 – GMc: Currently on public exhibition until 6 June 2022. 07/05/2022 – GMc: Consultation and Engagement plan completed, with engagement activities to commence from 9 May 2022.	06/06/2022	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			B. Undertake a range of community consultation and engagement activities within the public exhibition period. C. Receive a further report to consider submissions, and adoption of the final documents.				
1052	21 April 2022	98/22	Policy: Payment of Expenses and the Provision of Facilities for Mayors and Councillors That Council A. Place the Payment of Expenses and Provision of Facilities for Mayor and Councillors policy on public exhibition. B. Approve inclusion of the budget allocation in the 2022/23 budget for consideration. C. Adopt the policy at the completion of the required consultation process if no submissions are received during the exhibition period.	Governance Officer	06/07/2022 – LO: Comments received. A report to be provided to August council meeting to receive comments and consider adoption of the policy. 02/06/2022 – LO: Public exhibition period closed 24 May. Comments currently under review - if no material changes warrant consideration the policy will be adopted 1 July 2022. 29/04/2022 – ED: Policy placed on public exhibition.	23/05/2022	N
1051	21 April 2022	95/22	Land Acquisition for Road Reserve Alignment - Micalago Road & Ryrie Street Extension, Michelago 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 <i>Land Acquisition (Just Terms Compensation) Act 1991</i> ;	Land and Property Officer	30/06/2022 – SR: Matter sitting with PWA for delivery - No further updates 30/05/2022 – SR: Engagement email sent to PWA - estimated delivery time from PWA 18-24 months. 04/05/2022 – SR: A.B. & C – Matter to be referred to PWA for execution.	30/06/2024	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>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 <i>Local Government Act 1993</i> and in accordance with the provisions of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>; and</p> <p>C. Classify the land acquired as operational land in accordance with the <i>Local Government Act 1993</i>.</p>				
1049	21 April 2022	89/22	<p>Cooma Sports Hub Project Stage 1 Contracting and Stage 2 Consideration That Council</p> <p>A. Accept the tender of Project Coordination including their further clarifications and revisions and agree to proceed with awarding them the contract for construction of the indoor sports hall.</p> <p>B. Undertake an assessment of the stage 2 project for the sports hub.</p>	Recreation Planner	<p>28/06/2022 – AD: Noted. Contract has been awarded and construction will commence end of July. Quantity Surveyor report for stage 2 has been complete and assessment is being undertaken.</p> <p>25/05/2022 – AA: A. Noted, contractor has been informed of this resolution. B. Stage 2 will be considered strategically as part of the recreation strategy.</p> <p>04/05/2022 – AD: A. Project Coordination have been notified they are the preferred contractor and contract is currently being negotiated. B. Quantity Surveyor report on operational and lifecycle costs for stage 2 of the project has been complete. This will be reported to Council in June.</p>	16/06/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
1046	21 April 2022	97/22	<p>Purchase of Lot 9 DP239506 and Part Lot 5 DP239506 Jindabyne from Snowy Hydro Limited for Future Provision of Water Treatment Plant and Waste Transfer Station Respectively</p> <p>That Council</p> <p>A. Proceed with purchase of lot 9 DP239506 Jindabyne from Snowy Hydro Limited for the future provision of a water treatment plant and passive recreation and upon purchase classify the land as operational land in accordance with the <i>Local Government Act 1993</i>;</p> <p>B. As part of the purchase of lot 9 DP239506, enter into a lease with Snowy Hydro Limited for the management of part lot 11 DP239506 being for Lake Jindabyne foreshore land for a period of 45 years at a cost of \$100 per annum (indexed by CPI);</p> <p>C. Proceed with purchase of part lot 5 DP239506 Jindabyne from Snowy Hydro Limited for the future provision of a waste transfer station and upon purchase classify the land as operational land in accordance with the <i>Local Government Act 1993</i>;</p> <p>D. Proceed with a subdivision (boundary adjustment) as part of the sale process to adjust the property boundary to align with the survey boundary of land to be acquired.</p>	Chief Operating Officer	<p>06/07/2022 – JM: Awaiting contract of sale signature by Snowy Hydro for water treatment plant site. Surveys being undertaken for waste transfer station site.</p> <p>07/06/2022 – JM: No further update.</p> <p>10/05/2022 – JM: Implementation of resolution has commenced.</p>	30/09/2022	N
1045	21 April 2022	106/22	<p>Consideration of an Independent Audit</p> <p>That Council</p>	Chief Executive Officer	06/07/2022 – Mayor circulated draft scope to Councillors.	23/05/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>A. Engage a suitably qualified consultant at a cost not exceeding \$10k, to assist in developing a scope, brief, estimated cost for the conduct of an independent audit and provide recommendations on proposals to carry out the audit.</p> <p>B. Refer the completed research to Council for consideration of the costs, timing and implementation of the audit.</p>		<p>30/06/2022 – Councillors met with UTS consultants to workshop scope.</p> <p>09/06/2022 – Councillors selected UTS as the preferred contractor to facilitate the preparation of the scope.</p> <p>01/06/2022 – PB: The request for quotes for a consultant to assist councillors develop a scope for the full audit has closed and the Mayor will convene a meeting with the councillors to determine the suitable contractor.</p> <p>04/05/2022 – PB: Mayor circulated draft brief to Councillors on 29 April requesting comment by 5 May 2022.</p>		
1044	21 April 2022	109/22	<p>SMRC Support for Currawarna Aged Care Bombala</p> <p>That Council continue to work with the Currawarna Community Group, Federal and State governments, relevant ministers, NSW Southern Health District, and Catholic Archdiocese's to develop a sustainable solution for aged care services for Bombala and surrounds.</p>	Chief Operating Officer	<p>06/07/2022 – JM: No further update.</p> <p>07/06/2022 – JM: Further meeting of SMRC aged care community services providers held on 1 June 2022 to commence gap analysis of services and identify opportunities to strengthen service provision. Focus on entire SMRC area.</p> <p>10/05/2022 – JM: Discussions with key stakeholders in relation to aged care services for Bombala and surrounds have commenced.</p>	30/12/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
1042	21 April 2022	94/22	Kalkite Pathway Closure & Disposal - Resolution and Sale Terms Adjustment That Council A. Rescind Council resolution 57/20. B. Enter into a payment plan with owner of Lot 39 DP 260285, beginning May 2022 with final payment from purchasers due 31 August 2023. C. Agree to Contract of Sale consisting of extended settlement terms; with settlement & transfer of title to not occur until payment of the purchase price is received in full.	Land and Property Officer	05/07/2022 – SR: Resolution A – Complete Resolution B & C - Sale Contract Issued, awaiting execution by purchaser - Invoice outstanding for first instalment. 26/05/2022 – SR: Resolution A – Complete Resolution B & C - Sale contract issued, awaiting execution by purchaser - Invoice to be raised before the end of May 2022. 04/05/2022- SR: A. Request for action associated to resolution 57/20 be completed. B. & C. BMR engaged to draft contract for urgent execution.	30/09/2022	N
1041	21 April 2022	96/22	Feral Predator Free Area at Nungatta - Temporary Closure of Laings Road That Council proceeds with temporary closure of Laings Road using section 116 of the Roads Act 1993 to support the establishment of the Nungatta feral predator free area.	Chief Operating Officer	06/07/2022 – TP: Council is awaiting the preferred wording from Transport for NSW for the 'consent request' to be then tabled back to the State by Council. The State will then approve the request, thus formalising the temporary closure period (traffic regulation) under s116 of the Roads Act 1993. 07/06/2022 – JM: Public advertising closed with no submissions. Now proceeding with closure process. 10/05/2022 – JM: Advertising of temporary closure has occurred, currently in public notification phase.	30/08/2022	N
1040	17 March 2022	60/22	Road Naming - 15 Kiah Lake Road Subdivision	GIS Administrator	24/06/2022 – BH:	18/04/2022	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			That Council endorse the proposed road name 'Highlands Way' to go to the Geographical Names Board for pre-approval and to be publicly advertised for a period of 28 days.		<p>No submissions received in response to advertisement of the name Highlands Circuit. Council Report for Ordinary 21 July meeting to approve the name for Geographical Names Board gazettal has been submitted for approval.</p> <p>02/06/2022 – BH: Public notification of 28 days ended at COB 1 June 2022. No submissions have been received to date. The next step is for a second report to Council, likely for July ordinary meeting recommending for approval, now that the Geographical Names Board has pre-approved and no objections have been received from the community.</p> <p>10/05/2022 – DR: No further update.</p> <p>28/04/2022 – BH: Street type adjusted to more appropriate Circuit and name submitted to Geographical Names Board where it has received pre-approval. Public notification is beginning in Monaro Post in first week of May for 28 days, after which a report with results of submissions will be tabled to Council.</p>		
1032	17 March 2022	55/22	Bombala Showground Lot Consolidation 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	Land and Property Officer	<p>30/06/2022 – SR: Survey work completed. Administration sheet signed and returned to surveyor for lodgement.</p> <p>30/05/2022 – SR:</p>	31/10/2022	N

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			and Lot A DP 154400) known as the Bombala Showground into one allotment.		<p>Survey works delayed due to internal competing priorities. Estimated delivery time June 2022.</p> <p>29/04/2022 – SR: Title name change complete, awaiting consolidation plan from surveyor to progress the matter further.</p> <p>01/04/2022 – SR: Title name change initiated with BMR & surveyor engaged to undertake works. ETA of consolidation plan is early May 2022.</p>		
1025	18 November 2021	283/21	<p>Bligh Street – Cooma That Council</p> <p>A. Proceed to consult with Local Land Services and NSW Aboriginal Land Council.</p> <p>B. Subject to responses from Local Land Services and NSW Aboriginal Land Council, continue discussions with Crown Lands.</p>	Manager Infrastructure	<p>07/07/2022 - ZC: Maintenance works on Bligh St have been completed.</p> <p>07/06/2022 – JM: Council has gained approval to undertake maintenance in response to impacts caused by the two declared disaster events of December 2021 and March 2022. Bligh St has been assessed for damage and a claim to Transport for NSW who administer the Disaster Recovery Funding Arrangement is being prepared. Matters previously reported to Council have also been resolved. Residents meeting held on 5 June. Work scheduled to commence by 10 June.</p> <p>10/05/2022 – ZC: Storm damages have been captured following disaster declaration. Damages still to be submitted to NSW Government for approval of funding.</p>	01/06/2022	Y

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>31/03/2022 – JM: LGA wide approval from Crown Lands provided to undertake work on Crown roads. Awaiting confirmation of disaster declaration funding to schedule work on Bligh St.</p> <p>25/02/2022 – GS: Comments have now been received from both LLS and NSWALC suggesting no real concerns exist should Crown approve Council maintenance of Bligh Street. Meeting with Crown Lands is now being scheduled to determine if any further actions are required or whether Crown Lands will now approve Council maintenance of a Crown road asset.</p> <p>04/02/2022 – GS: Letters are being prepared for LLS and Aboriginal Land Council to request approval to undertake maintenance work.</p>		
1023	18 November 2021	284/21	<p>Road Reserve Closure & Disposal - Dry Plains Road - Lot 6 & 7 DP 1018626 That Council</p> <p>A. Approve proposal to finalise closure of Lot 6 & 7 DP 1018626 as road reserve in accordance with the Roads Act 1993; and acknowledge that the land vests as operational land with Council, to then be used in compensation;</p> <p>B. Approve transfer of ownership of the closed road reserve known as Lot 6 & 7 DP 1018626 to adjoining landholder, being the</p>	Land and Property Officer	<p>30/06/2022 – SR: Res A. Gazette Notice for closure published 24/06/2022. 88B instrument sent to Essential Energy for execution, 11R form lodged with LRS to remove Public Road Notification from title. Res B. Dependant on Res A being completed Res C. All documents to date executed</p> <p>30/05/2022 – SR: Response from DPIE received able to progress with road reserve closure. Awaiting S88B Instrument for power line easement.</p>	30/11/2022	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>applicant of Development Application 38/96, in Accordance with the Roads Act 1993, with associated fees and charges to be covered by the relevant adjoining landholder;</p> <p>C. Authorise the CEO to approve any terms for disposal of the relevant land parcel from Council to the adjoining landholders, and negotiate a purchase price equal to the resultant associated transfer costs only; recognising that the land for Dry Plains Road Reserve was given in kind to Council as public road.</p>		<p>29/04/2022 – SR: No further update, still awaiting response from latest correspondence to DPIE.</p> <p>01/04/2022 – SR: Res A: Response being drafted to DPIE addressing their concerns regarding connectivity of road reserve issue. Once this matter is cleared closure can proceed Res B: Dependant on A being finalised Res C: No further negotiations required at this stage, finalisation is dependent on Res A being completed.</p> <p>02/03/2022 – SR: Res A: Addressing received feedback from notifiable authorities. Easement creation is now required and there is a requirement to address road connectivity issues further west prior to closing lot 6 & 7 DP 1018626. Res B: Dependant on A being finalised. Res C: Ongoing negotiations conducted due to easement creation, agreeance from land holder received.</p> <p>24/01/2022 – SR: Res A: Awaiting response to Statement of Title Particulars lodged with LRS. Feedback from notifiable Authorities received and review being conducted. Res B: Dependant on part A being finished. Res C: Written agreement received from landholder.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					16/12/2021 – SR: Res A: SOTP Lodged with LRS, notification sent to notifiable authorities & notice to be advertised in Monaro post 05/01/2021. Res B: Dependant on Res A being finished, Res C: Written agreement received from landholder.		
997	21 October 2021	259/21	Smith's Road Rezoning That Council A. Supports in principle, rezoning the northern end of Smiths Road from Environmental Management Zone (E3) to Environmental Living (E4) to reflect the current pattern of development and existing land use. B. Revises the Rural Land Use Strategy consistent with the original staff proposal to rezone the northern end of Smiths Road from E3 to E4, as contained in the first draft, while noting the costs associated with the rezoning process. C. Collaborates with the Smiths Road community to develop a financially responsible process, that will enable Council to commence, during the 2022/23 FY, the necessary studies and strategic planning required, to eventually incorporate the proposed rezoning into the new Snowy Monaro Land and Environment Plan.	Team Leader Strategic Planning	07/07/2022 – AA: No further update. 23/05/2022 – AA: Workshops being held with councillors to discuss implications of this proposal. 28/04/2022 – AA: No further update. 21/03/2022 – AA: No further update. 23/02/2022 – AA: A. Noted. B. No revision required as this is consistent with the draft Rural Land Use Strategy. C. A LEP budget proposal is being prepared for Councils consideration that seeks a sustainable funding approach to achieve outcomes sought by this resolution. 13/12/2021 – AA: A. Noted. B. No revision required as this is consistent with the draft Rural Land Use Strategy.	15/12/2022	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					C. Costs associated will be better understood once strategic bush fire study for the area is received. Consultation will be undertaken with RFS to ascertain what further work is required (if any).		
983	26 August 2021	187/21	Cooma Compost Facility and Crown Road That Council A. Acquire Lot 1 DP 1075191 by compulsory acquisition process from Crown Lands under the Land Acquisition (Just Terms Compensation) Act 1991 by authority contained in the Local Government Act 1993 for the purpose of waste facility B. That the land be dedicated as operational land in accordance with the Local Government Act 1993 C. That this acquisition is not for the purpose of resale or compensation D. That the necessary application be made to the Minister for Local Government and the Governor E. Authorise the Chief Executive Officer to execute all required documentation	Land and Property Officer	30/06/2022 – SR: No further update. 30/05/2022 – SR: No further update. 29/04/2022 – SR: No further updates. 01/04/2022 – SR: No further update. 02/03/2022 – SR: No further update - Awaiting budget advice for further progression. 24/01/2022 – SR: No further update. 16/12/2021 – SR: A. PWA Proposal received & being reviewed for approval. B. No action required. C. No action required, D. Dependant on 'A'. E. Dependant on 'A'. 25/11/2021 – SR:	30/06/2024	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Awaiting for estimation from PWA for acquisition works, should be received week ending 05/12/2021.</p> <p>B. no action required.</p> <p>C. no action required.</p> <p>D. dependent on 'A'.</p> <p>E. dependent on 'A'.</p> <p>14/10/2021 – SR: Contact made with PWA to initiate process.</p>		
978	15 July 2021	164/21	<p>Expression of Interest Submissions Community Use Tenancy 17 Bent Street JINDABYNE - Lot 2 DP 860886</p> <p>That Council authorise further discussions with the EOI stakeholder groups with the aim of developing a feasible mixed occupancy model to benefit the community and meet the caveat terms.</p>	Coordinator Land & Property	<p>06/07/2022 – TP: Awaiting confirmation of the caveat change amendment sought from NSW Property.</p> <p>31/05/2022 –TP: No further update at this point.</p> <p>03/05/2022 – TP: No further update at this point.</p> <p>01/03/2022 – TP: No further update at this point.</p> <p>31/01/2022 – TP: NSW Navy Cadets have advised that they will not pursue their use of the site. Awaiting confirmation of the caveat change amendment sought from NSW Property. Review of use model and consideration of other suitable groups (in consult with the Monaro Family Support Services & Monaro Care & Early Learning Centre) to occur.</p>	30/09/2022	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>01/11/2021 – TP: To inform user MOU drafting – Awaiting further advice from NSW Navy Cadets for their use aspect. Awaiting confirmation of the caveat change amendment sought from NSW property.</p> <p>01/10/2021 – TP: Incoming tenant groups have access to venue, with general fit out & maintenance tasking being actioned at the site. A basic deed of Deed of Agreement will guide occupancy for the initial 46 month period; this will allow time for practical functional elements to be fine-tuned for all stakeholders, and thus better inform the long term lease design.</p> <p>05/09/2021 - TP: Agreement reached with the EOI user groups on shared use of space basic arrangements at the 17 Bent Street site. Finalising the agreement to ensure community groups can engage with the venue in September 2021.</p> <p>04/08/2021 - TP: Further contact from Property NSW anticipated in the coming week in relation to the permitted use nuances.</p>		
974	15 July 2021	160/21	How can Council best leverage the State Government's recently announced policy on temporary supportive accommodation That Council	Coordinator Economic Development	<p>05/07/2021 – MA: A. Land and Housing Corp are in contact with the Council planners in relation to their Cooma subdivision.</p>	16/08/2021	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>A. Continue to work with the NSW Government to identify any current opportunities.</p> <p>B. Review the temporary supportive accommodation discussion paper when it is released and develop an action plan to ensure the regions issues are identified and addressed in any action plans that are developed.</p>		<p>B. Discussion paper not yet released and no indication of timeline for release.</p> <p>30/05/2022 – MA: Same as previous update.</p> <p>04/05/2022 – MA: Same as previous update. Nil further update.</p> <p>05/04/2022 – MA: A: Coordinator Economic Development met with Land and Housing Corporation representatives to discuss economic development and market issues around Cooma. Continuing to work together regarding the state government pilot project subdivision at Cooma East. B: Discussion paper still not released</p> <p>28/02/2022 – MA: A concept is currently being developed and will be presented to Councillors for review when ready.</p> <p>21/01/2022 – GW: No further update pending release of discussion paper.</p> <p>21/12/2021 – MA: Nil further update.</p> <p>02/11/2021 – MA: Same as previous update and likely to remain so for some time and timeline for release of the</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>temporary supportive accommodation discussion paper is unknown.</p> <p>30/09/2021 – MA: Same as previous update. Nil further update.</p> <p>01/09/2021 – MA: Same as previous update. Nil further update.</p> <p>05/08/2021 - MA: Discussion paper not yet released by the State Government. Continuing to support the State Government's research for development opportunities in Cooma.</p>		
962	17 June 2021	154/21	<p>Leesville Civil Works Progression to Enable Sale of Subdivision Section 3D (4 Lots) - Sale of Industrial Land</p> <p>That Council</p> <p>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;</p> <p>B. Approve Lots 17, 18, 19 & 20 in Stage 3D at Leesville Industrial Estate to be sold by public auction, once civil works are completed;</p> <p>C. Authorise the Chief Executive Officer to establish the reserve price for Lots 17, 18, 19 & 20 at Leesville Industrial Estate ahead of the auction, and to negotiate with the highest bidder should any property fail to meet the reserve;</p>	Coordinator Land & Property	<p>06/07/2022 – TP: No further update at this point.</p> <p>31/05/2022 – TP: No further update at this point.</p> <p>03/05/2022 – TP: No further update at present.</p> <p>01/03/2022 – TP: No further update at this point.</p> <p>31/01/2022 – TP: No further update at this point in time.</p> <p>01/11/2021 – TP: No further update at this point.</p> <p>01/10/2021 - TP:</p>	30/06/2023	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>D. Authorise the Chief Executive Officer to undertake all negotiations for the sale of Lots 17, 18, 19 & 20 at Leesville Industrial Estate, including real estate agent engagement; and</p> <p>E. Authorise the Chief Executive Officer to execute all legal documents and contracts for the sale of Lots 17, 18, 19 & 20 Leesville Industrial Estate.</p>		<p>No further update at this point.</p> <p>05/09/2021 - TP: A. In progress. B, C, D & E: To be actioned upon completion of civil works.</p> <p>04/08/2021 - TP: Delivery arrangements for the expanded civil works progressing.</p> <p>02/07/2021 - TP: The resolution actions will be initiated.</p>		
961	17 June 2021	153/21	<p>Request to close part of Mittagang Road Reserve - Boundary Adjustment followed by Land Sale to Owner of Lot 2 DP 815248</p> <p>That Council</p> <p>A. Approve to proceed partial road closure of Mittagang Road, being approximately 773m², at the specified location, in accordance with the Roads Act 1993;</p> <p>B. Authorise the Chief Executive Officer to execute all necessary documents for the partial road closure and boundary adjustment;</p> <p>C. Agrees that all costs incurred in actioning the boundary adjustment and partial road closure are to be borne by the adjacent landowner (Lot 2 DP 815248), inclusive of general legal, registration fees and title creation costs incurred by Council;</p>	Coordinator Land & Property	<p>06/07/2022 – TP: A. In progress - All relevant information has been provided to the applicant's representative. The progression of the final survey and subdivision lodgement (boundary adjustment) now rests with the applicant. Once the LRS has issued a lot identification, then Land & Property will be able to action the road closure gazette step. B. Pending - To be completed at the appropriate time. C. Noted - Conveyed to and understood by the relevant external party. D. In progress. E. Pending - To be completed at the appropriate time. F. Pending - To be completed at the appropriate time.</p> <p>31/05/2022 – TP:</p>	30/11/2022	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>D. Obtain an independent valuation of the 773m2 land area that is the subject of the boundary adjustment to guide sale price setting;</p> <p>E. Approve the sale of the subdivided land parcel, approximate 773m2 in area, by private treaty to the adjacent landowner (Lot 2 DP 815248) subject to the completion of the road closure process; and</p> <p>F. Authorise the Chief Executive Officer to negotiate the sale price and execute any documentation required to complete the sale, at the appropriate time.</p>		<p>No further update at this point.</p> <p>03/05/2022 – TP: No further update at this point.</p> <p>01/03/2022 – TP: Item A: The partial road closure of the relevant section of the Mittagang Road reserve is queued for processing. Items B - F: Cost and administrative arrangements to be finalised to deliver clarity for both parties involved.</p> <p>31/01/2022 – TP: No further update at this point in time.</p> <p>01/11/2021 – TP: No further update at this point.</p> <p>01/10/2021 - TP: No further update at this point.</p> <p>05/09/2021 – TP: No further update at this point.</p> <p>04/08/2021 - TP: In contact with the landowner's representative to progress mechanics and administration arrangements.</p> <p>02/07/2021 - TP: The resolution actions will be initiated.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
952	17 June 2021	140/21	<p>Delegate Water Treatment Plant Reservoir & Pump Station - Acquisition of Part Lot 1 DP 348134 Delegate - Acquisition of Easements - Application for Crown Licence</p> <p>That Council</p> <p>A. Authorise the CEO to:</p> <ol style="list-style-type: none"> Negotiate the purchase under private treaty of part of Lot 1 DP 348134 Delegate or, if required; 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. <p>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;</p> <p>B. That the land being acquired within Lot 1 DP 348134, having an area of approximately 507m², is to be classified as operational land;</p> <p>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</p>	Manager Water Wastewater Operations	<p>07/07/2022 – JD: No further updates.</p> <p>27/05/2022 – JD: No further updates.</p> <p>23/03/2022 – JD: No further updates.</p> <p>20/01/2022 – JD: No further updates.</p> <p>03/11/2021 – JD: No further updates.</p> <p>28/09/2021 – JD: No further updates.</p> <p>30/08/2021 – JD: Valuation of land has been received. Lawyers amending license following comments from Snowy Forests and SMRC.</p> <p>02/08/2021 – JD: Valuation done on land required and agreement and license being drawn up by BMR Lawyers.</p>	30/6/2022	N

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			<p>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;</p> <p>D. Application be made for a Licence from Department of Planning, Industry & Environment, Crown Lands for purpose of town water supply infrastructure on the Delegate River adjacent to Lot 8 DP 1167423;</p> <p>E. Authorise the CEO to sign any documentation required for the acquisition processes defined.</p>				
951	20 May 2021	121/21 122/21	<p>Bombala streetscape remediation work</p> <p>That Council instruct the CEO to take all steps available to Council to ensure the Bombala Streetscape Upgrade project is completed to the agreed professional standard as soon as possible. Given the contract was expected to be complete at the start of 2020, the contractor has had many months to remediate the aspects of the contract which were not fulfilled. Ratepayers have waited almost five years for this project to be complete.</p>	Chief Operating Officer	<p>06/07/2022 - JM: Expert determination has concluded in favour of Council. Now proceeding to ensure RD Miller rectifies defects.</p> <p>07/06/2022 – JM: Submissions made by Council and contractor for expert determination. Expert will review in June.</p> <p>10/05/2022 – GH: Expert determination has yet to occur on this dispute.</p> <p>08/10/2021 – JM: A dispute process has commenced with the contractor in accordance with the provisions of the contract. Currently in the negotiation to</p>	30/09/2022	N

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					rectify stage. Next meeting scheduled for 12 Oct 2021 will see the contractor to present their recommended options for remediation. 09/06/2021 – GH: Staff have provided detail on the identified issues to Council's legal representatives who are evaluating in accordance with the contract requirements and determining course of action to remedy.		
950	20 May 2021	120/21	Motion To Get A Report On A Bed Tax That Council provide a report on the benefits, possible charges, and methods of implementing a bed tax, or other user pays options modelled on successful tourist towns which utilise a user pays system in Australia and overseas.	Coordinator Economic Development	05/07/2022 – MA: Same as previous update. 30/05/2022 – MA: Same as previous update. 04/05/2022 – MA: A discussion paper is being prepared on this subject to be presented to the Council in due course. 05/04/2022 – MA: A subscription user pays model is being explored with MRT Inc in the development of the Monaro Rail Trail business case and TDP. Continuing research into other possible options for tourism funding as well. 28/02/2022 – MA: As above. 21/01/2022 – GW:		N

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					<p>No further update – can discuss with new Council but reviews of other region's not showing benefit or buy-in to date.</p> <p>21/12/2021 – MA: Nil further update.</p> <p>02/11/2021 – MA: No further update.</p> <p>30/09/2021 – MA: No further update.</p> <p>01/09/2021 – MA: A report will be provided in due course once ideas presented in the Council briefing have been developed further.</p> <p>09/06/2021 - MA: In progress.</p>		
929	15 April 2021	79/21	<p>Little Paupong Road That Council</p> <p>A. Approve the proposal to create a road corridor over the constructed section of Little Paupong Road through Lots 69 and 70 DP 756708; with acknowledgement that all costs relating to the project will rest with Council.</p> <p>B. Request that Crown Lands transfer the nominated two sections of Crown road, which adjoin Lots 69 DP 756708 and 70 DP 756708, to Council as public road. With Council to then subsequently approve the</p>	Coordinator Land & Property	<p>30/06/2022 – SR: No further update.</p> <p>30/05/2022 – SR: Res A&B: Surveyor has been engaged to undertake works - estimated delivery time is June (Other Council works have been prioritised). Res B & C: Draft for July meeting started (delayed due to Infocouncil glitch).</p> <p>29/04/2022 – SR: Res A&B: Surveyor has been engaged to undertake works - Estimated delivery time is</p>	30/09/2022	N

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			<p>road closing of these segments in accordance with the Roads Act 1993.</p> <p>C. Matter be brought back to Council for approval.</p>		<p>June (Other Council works have been prioritised). Res B & C: Draft for June Meeting started.</p> <p>01/04/2022 – SR: Res A&B: Crown application approved and Gazette Notice published, surveyor can now be engaged for the creation of road reserve aligned with constructed section of Little Paupong Road, Res B & C: Report to be drafted for June Council meeting, requesting approval to close Crown road reserves.</p> <p>02/03/2022 – SR: Res A & B: Application sent to Crown Lands for transfer of road reserve to Council, Crown advised intention to publish Gazette Notice in March. Res C: Once application is approved matter can be returned to Council.</p> <p>31/01/2022 – TP: No further update at this point in time.</p> <p>15/12/2021 – SR: No further update.</p> <p>01/11/2021 – TP: No further update at this point.</p> <p>01/10/2021 - TP: Awaiting response from Crown Lands in relation to the application lodged by Council on 10/8/21</p> <p>17/08/2021 - SR:</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Application lodged 10/08 with Crown for transfer of Crown Road.</p> <p>04/08/2021 - TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update.</p> <p>05/05/2021 – TP: The resolution actions will be initiated.</p>		
925	15 April 2021	85/21	<p>Council's Transition to Electric Vehicles and Low Greenhouse Gas Emissions Fleet</p> <p>That Council</p> <p>A. Develop a project plan for the transition to EV or alternative fuel uses that reduce the emissions of Council.</p> <p>B. Write to the Premier seeking the NSW Government not implement taxes on environmentally friendly vehicles as this will create a disincentive to uptake.</p> <p>C. Write to LGNSW asking them to lobby the State government not to implement taxes on environmentally friendly vehicles as per B above.</p> <p>D. Contact DPIE for information about their co-funding scheme for Council fleet operators to procure BEV passenger vehicles as per their net zero emissions policy Stage 1.</p>	Coordinator Fleet	<p>06/07/2022 – SS: No further update.</p> <p>24/05/2022 – SS: No further update.</p> <p>10/05/2022 – DR: No further update.</p> <p>29/04/2022 – SS: A. Council's transition to EV or alternative fuels is driven by the Fleet Management Procedure but also integrally linked to infrastructure upgrades and alternate fuel supplies which are currently lacking maturity for this region. B. NSW Government is committed to introducing a road user charge (RUC) at 2.5c/km from 1 July 2027 or when EVs reach 30% of new vehicle sales. Rate aligns with Victoria and South Australia. C. No further update.</p>	31/01/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			E. Contact the Electric Vehicle Council to discuss becoming a site host for ESV chargers.		<p>D. Co funding scheme is run as a reverse auction to subsidise identified Council funding. Currently not identified.</p> <p>E. Site hosting is currently being investigated.</p> <p>01/12/2021 – SS: No further update.</p> <p>10/10/2021 – DR: Reviews into the various supporting funds has so far indicated that funds are available to support private business and individuals to transition to electric vehicles, but support for government agencies is not included in the programs. Continuing the gather information to allow for the various letters to be sent to cover the issues before Council in transitioning to electric vehicles.</p> <p>In the interim there are more hybrid vehicles entering the fleet, with these vehicles generally</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>using about half the fuel of traditional combustion vehicles.</p> <p>30/09/2021 – SS: No further update.</p> <p>05/08/2021 – SS: No further update.</p> <p>07/06/2021 – SS: No further update.</p> <p>06/05/2021 – SS: No further update.</p>		
869	17 December 2020	259/20	<p>Bombala Sewerage Infrastructure Project - Relocation of Mahratta Street Pump Station and Bombala STP and Sewerage Infrastructure Budget Summary</p> <p>That Council:</p> <p>A. Approve installation of the Mahratta Street Pump Station at the option 2 site being north east of the skate park;</p> <p>B. Approve an additional budget of \$230,000 from the water and sewer reserve; and</p> <p>C. Receive and note the information on previous budget variations for the Bombala STP Augmentation and Sewerage Infrastructure Upgrade projects as listed in this report.</p>	Manager Water Wastewater Operations	<p>07/07/2022 – JD: Heritage approval is causing a delay however GHD are continuing to push this and get the approval completed.</p> <p>27/05/2022 – JD: GHD appointed to assist with approval processes required for the pump station construction.</p> <p>25/03/2022 – JD: No further update.</p> <p>20/01/2022 – JD: Updated review of environmental factors for the project is nearing completion.</p> <p>03/11/2021 – JD: Approval in Principal received on 28/10/2021.</p>	30/04/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>28/09/2021 – JD: No further updates.</p> <p>30/08/2021 – JD: No further updates from JHG.</p> <p>02/08/2021 – JD: John Holland Group advised they will respond to us in the near future.</p> <p>09/06/2021 – JD: No further updates.</p> <p>04/05/2021 – JD: Application submitted to John Holland Group for construction approval and owners consent on heritage application.</p> <p>30/03/2021 – JD: Heritage advisor currently progressing with the Heritage exemption application.</p> <p>02/03/2021 – JD: Design of the pump station in the new location is underway by GHD. The heritage consultant has carried out an assessment and this assessment and application for exemption in terms of the Heritage Act to commence shortly.</p> <p>15/01/2021 – JD: A. Council approved new location. Design work for new location has commenced. B. Complete.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					C. Complete.		
864	17 December 2020	254/20	Water and Wastewater Easement Acquisitions - Adaminaby and Bombala That Council A. Application be made to the Minister for Local Government and the Governor to acquire easements for water supply purposes being 3 metres wide within (or over) Lot 287 DP 729870 and Lot 292 DP 729876 at Adaminaby by compulsory process in accordance with Council's power under Section 187(1) of the Local Government Act 1993 and in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act; B. Application be made to the Minister for Local Government and the Governor to acquire easements for purpose of sewer services being 3 metres wide within (or over) Lot 287 DP 729870 and Lot 292 DP 729876 at Adaminaby by compulsory process in accordance with Council's power under Section 187(1) of the Local Government Act 1993 and in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act; C. Application be made for a Licence from Department of Planning, Industry & Environment, Crown lands for purpose of town water supply infrastructure on Lot 291 DP 729876 at Adaminaby; D. Application be made to the Minister for Local Government and the Governor to	Manager Water & Wastewater	07/07/2022 – JD: No further updates. 27/05/2022 – JD: No further updates. 25/03/2022 – JD: No further update. 20/01/2022 – JD: No further updates. 03/11/2021 – JD: No further updates. 28/09/2021 – JD: No further updates 30/08/2021 – JD: No further updates 02/08/2021 – JD: No further updates. 09/06/2021 – JD: No further updates. 04/05/21 – JD: No further updates. 30/03/2021 – JD: No further update.	30/06/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>acquire easements for purpose of sewer pump station on Lot 5 DP 758129 and sewer line being 3 metres wide within (or over) Lot 5 DP 758129 at Bombala by compulsory process in accordance with Council's power under Section 187(1) of the Local Government Act 1993 and in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act; and</p> <p>E. Authorise the CEO to sign any documentation required for the acquisition processes</p>		<p>02/03/2021 – JD: Acquisition of easements has commenced. PWA procured to undertake this acquisition.</p> <p>15/01/2021 – JD: Process has commenced. PWA engaged to assist SMRC with the applications.</p>		
855	19 November 2020	240/20	<p>Bicentennial Garden/ Parks – Bombala That Council:</p> <p>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;</p> <p>B. Acknowledge that the Bombala Bicentennial Garden is significant to the community; and</p> <p>C. Assess the Bombala Bicentennial Garden by a heritage expert for inclusion on Council's Heritage Listing.</p>	Coordinator Strategy Development	<p>24/06/2022 – GMc: To be included within the draft LEP by December 2022.</p> <p>24/05/2022 – GMc: To be included in draft LEP by December 2022.</p> <p>29/04/2022 – GMc: Process for heritage listing to be finalised through LEP process.</p> <p>25/03/2022 – GMc: Process for heritage Listing to be finalised through the LEP process and Heritage NSW.</p> <p>24/02/2022 – GMc: Process for heritage listing to be finalised through the LEP process and Heritage NSW.</p> <p>29/10/2021 – GMc:</p>	15/12/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>No further update – process for heritage listing to be finalised.</p> <p>30/09/2021 – GMc: No Further Update - Process for heritage listing to be finalised.</p> <p>30/08/2021 – GMc: 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.</p> <p>02/07/2021 – GM: No further update - Process for heritage listing to be finalised</p> <p>01/06/2021 – GMc: No further update - Process for heritage listing to be finalised</p> <p>04/05/2021 – GMc C. Council's Heritage Advisor has prepared a report recommending the trees within the Park are heritage listed.</p> <p>06/04/2021 – JM: No further update.</p> <p>03/03/2021 – JM: C. Assessment completed, currently being reviewed by Council's Strategic Planning team.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>29/01/2021 – JM: C. Assessment completed, currently being reviewed by Council's Strategic Planning team</p> <p>25/01/2021 – AA: C. Heritage consultant has undertaken an independent review of the Bicentennial Garden/Park against the NSW Heritage Councils criteria for local heritage listing. The heritage consultant concluded that Bicentennial Park meets the threshold for local heritage listing. The proposed listing will be incorporated into Councils new Snowy Monaro LEP and relevant planning proposal.</p> <p>30/11/2020 –JM: 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.</p>		
843	19 November 2020	228/20	Strategy Review - Vale Street Land That Council defer the report to a later date following a Councillor workshop.	Senior Project Manager	<p>06/07/2022 – CM: Colliers International and Cox Architects (ACT) reports due mid-July for review.</p> <p>01/06/2022 – CM: Colliers International have been engaged to assist with civic centre plans, which includes the review of the Vale Street land.</p>	31/03/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Colliers undertaking a workshop with ELT mid-June with reports expected from their engagement, including master plan (Cox Architecture) last quarter 2022.</p> <p>24/01/2022 – DR: Work on determining options for the site has recommenced following recruitment of positions that had been vacant for some time. Colliers International will be engaged to undertake a review of the site and options for the future direction in relation to Council's offices.</p> <p>16/12/2021 – DR: No further update.</p> <p>30/11/2021 – DR: Two new staff commenced this week. This will allow tasks to be reassigned and allow this project to proceed.</p> <p>29/11/2021 – DR: Waiting on staff vacancies to be filled before strategy review to be undertaken.</p> <p>01/07/2021 - DR: Expressions of interest have been sought to undertake a review to identify if there is a viable option to develop new offices and the process will commence soon.</p> <p>06/05/2021 – DR:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>The closing date for expressions of interest to review options for the future use of the site have not yet closed.</p> <p>02/03/2021 – DR: Briefing completed in the Councillor Briefing Session on 04/02/21 with a Vale Street Property Workshop.</p> <p>29/01/2021 – DR: Time has been scheduled in an upcoming councillor briefing session for councillors to discuss this issue.</p> <p>27/11/2020 – DR: Time will be arranged for a fuller discussion on the options for the Council offices.</p>		
840	19 November 2020	225/20	<p>Peak View Hall That Council, in order to facilitate the Peak View community's access to Lions International funding to upgrade the Peak View Community hall:</p> <p>A. Support the proposal to relinquish care and control of Crown Reserve 56109 with care and control being transferred to an appropriate community based incorporated association such as the proposed Peak View Progress Association Inc.;</p> <p>B. Authorise the CEO to negotiate with relevant parties an outcome to satisfy the requirements of all parties including the Peak View Community, the Crown, the</p>	Coordinator Land and Property	<p>06/07/2022 – TP: Crown Lands update on 24/06/2022: "It is still within the system for the change over to take place." Process completion timeline is uncertain.</p> <p>31/05/2022 – TP: Peak View Volunteer Bushfire Brigade Association provided their formal letter of request to the State to become the Crown lands manager for reserve 56109 on 8/5/22. Crown Lands to advise when process has been formalised from their side.</p> <p>03/05/2022 – TP: Crown Land reviewing Council's wish to relinquish the role of Crown land manager for Reserve 56109 – Peak View Memorial Hal. The</p>	31/08/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			NSW Aboriginal Land Council, Lions International and the Rural Fire Service.		<p>Peak View Volunteer Bushfire Brigade Association Incorporated (INC2101407) wish to assume the role of CLM.</p> <p>01/03/2022 – TP: Item A & B: Work is continuing to negotiate an outcome to satisfy the requirements of all parties including the Peak View community, the Crown, the NSW Aboriginal Land Council, Lions International and the Rural Fire Service. Council has received some conflicting advice from Crown Lands in terms of the smoothest way to progress - Further consultation is underway.</p> <p>31/01/2022 – TP: The Peak View Volunteer Bushfire Brigade Association have achieved incorporation status in the state of NSW, with indication that it will be this entity which will officially nominate as the alternate Crown land manager of the site. Land & Property will table this revised scenario to Crown Lands as a concept just to make sure there are no conflicts from that side of things. , Note: From the Lions Club (funding) perspective, they have indicated that as long as the group is an incorporated not-for-profit entity then the Lions aspect can proceed.</p> <p>12/11/2021 – TP: This Peak View Hall scenario remains a work in progress, as the community group has still not formed themselves to a legal entity standard that meets the Lions Club funding needs. I've had recent chats with both Chris</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Reeks (Lions Club) & James Barron (community stakeholder) and they are trying to sort out the logistics so that they can then offer us (as the current CLM of the site) a proposed pathway of arrangements.</p> <p>03/11/2021 – PB: Action now sits with land and property. Item to be transferred to Teena Patterson.</p> <p>28/09/2021 JB: The funding has been approved after delay and money is being allocated. The transfer of Crown Reserve 56109 with care and control to Peak View Progress Association is now going ahead. Teena Paterson is aware and can progress the transfer as needed</p> <p>09/08/2021 - GH: No further update.</p> <p>02/07/2021 – JB: No further update.</p> <p>09/06/2021 – JB: No further update.</p> <p>03/05/2021 - JB: Chris Reeks of Lions Club Cooma advised that there has been no further update regarding this funding.</p> <p>06/04/2021 – JB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Chris Reeks has advised that Lions Club is to meet 7/4/21 and this item will be discussed then. The estimated timing for funding is April 2021.</p> <p>26/02/2021 – JB: SMRC is waiting on advice from the Lions Club regarding their success in the grant before proceeding.</p> <p>27/01/2021 – JB: A. Completed B. Discussions in progress</p> <p>26/11/2020 – JT: Discussions are in progress.</p>		
798	17 September 2020	176/20	<p>Request for Easement Over Council Land in Cooma That Council</p> <p>A. Approve the request to create an easement for water supply over Lot 2 DP 224408 subject to:</p> <ul style="list-style-type: none"> i. All costs being borne by the owner of Lot 1 DP 224408. ii. Any disturbance to Lot 2 DP 224408 to be remediated by the applicant, as soon as possible, to the same condition as prior to disturbance. iii. The owner of Lot 1 DP 224408 obtaining a licence to pump water from Cooma Creek prior to installing the pipeline for water supply; and 	Coordinator Land & Property	<p>06/07/2022 – TP: No further update at this point.</p> <p>31/05/2022 – TP: No further update at this point.</p> <p>03/05/2022 – TP: No further update at this point.</p> <p>01/03/2022 – TP: No further update at this point.</p> <p>31/01/2022 – TP: Applicant initiated lodgement of easement creation documentation with SMRC's Planning Team. The owner's consent & administration sheet were signed by CEO. Update has been</p>	30/09/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			B. Authorise Council's CEO to execute any documents necessary to register the easement.		<p>sought from Planning as to the application's progression.</p> <p>01/11/2021 – TP: No further update at this point in time.</p> <p>01/10/2021 - TP: No further update at this point.</p> <p>05/09/2021 - TP: Email sent to the relevant landowner seeking an update on the survey aspects in order to progress easement registration.</p> <p>04/08/2021 - TP: Water licence reference number 40AL418298 is confirmed as held by the Landowner. Land & Property await further advice from the Landowner as to easement survey aspects.</p> <p>02/07/2021 - TP: No further update at this point</p> <p>06/06/2021 – TP: Follow up with the landowner benefiting from the easement as to the licence status required.</p> <p>05/05/2021 - TP: No further update at this point.</p> <p>31/03/2021 - TP: No further update.</p> <p>01/03/2021 – TP:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>No further update.</p> <p>14/01/2021 – LB: A. The landowner has been requested to notify Council when the pipeline has been installed so that Council has an opportunity to inspect the area to ensure that Council property has been remediated. He has agreed to be responsible for all costs and will send a copy of the water licence to Council when he is in possession of the Licence.</p> <p>04/12/2020 – LB: A&B. Council will await notification from landowner that he has achieved a licence to pump water and that he has a plan ready to create the easement.</p> <p>23/10/2020 – LB A. Landowner has been notified and is proceeding with the plan. B. Landowner is aware that he needs a licence to pump water from Cooma Creek prior to Council signing off on the plan for easement.</p> <p>24/09/2020 – LB: A. The landowner will be notified of the Council resolution including the conditions of approval so that he can arrange for a surveyor to do a plan for the easement and an 88B for the terms of the easement. B. The owner of lot 1 will be notified that Council will not permit registration of the plan until he has obtained a licence to pump water from NSW Water. Documents</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					will be sent to the CEO for execution when they are ready.		
794	17 September 2020	172/20	Proposal to Close Part Mittagang Road - Yallambee Lodge That Council; A. Approve the road closing of part of Mittagang Road in accordance with the <i>Roads Act 1993</i> ; B. Consolidate the new lot with lot 1 DP 841447 (Yallambee Lodge); and C. Authorise Council's CEO to execute all necessary documents to complete the road closing and lodgement of the plan of consolidation.	Coordinator Land & Property	30/06/2022 – SR: No further update. 30/05/2022 – SR: Res A & B: Plans Lodged with LRS - awaiting registration Res C: CEO executed all required documents to date 04/05/2022 – SR: Res A & B: Survey Deposit Plan for road closure have been returned to surveyor for LRS lodgement. Once LRS register the closure Deposit Plan we can move forward with consolidation Deposit Plans. Res C: CEO executed all required documentation to date. 01/04/2022 – SR: Res A & B: Partial Closure Draft Plans have been received from surveyor. Application for Post Certificate - Boundary adjustment lodged. Res C: CEO to sign administration sheet for road closure. 03/02/2022 – SR: No further updates. 24/01/2022 – SR: A, B & C: Quote received from surveyor. Surveyor engaged to complete works.	30/11/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>01/11/2021 – TP: No further update at this point in time.</p> <p>01/10/2021 – TP: No further update at this point.</p> <p>05/09/2021 – TP: No further update.</p> <p>04/08/2021 - TP: No further update at this point.</p> <p>06/06/2021 – TP: No further updates at this point.</p> <p>05/05/2021 - TP: No further update at this point.</p> <p>31/03/2021 - TP: No further update.</p> <p>28/02/2021 - TP: A-C - Consolidated of land adjacent to the service station at Yallambee process inadvertently used the incorrect resolution; thus road closure plan is required to be redone by surveyor to accurately reflect 'new' lot footprint & labels.</p> <p>22/01/2021 – LB: No further update.</p> <p>04/12/2020 – LB: A. Letters have been posted. There is a 28 day period for reply.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>23/10/2020 – LB:</p> <p>A. Letters have been prepared and are ready to be posted.</p> <p>B. After the road is closed a plan of consolidation will be prepared by a surveyor and the plan will subsequently be lodged.</p> <p>24/09/2020 – LB:</p> <p>A. Letters will be sent in the next two weeks to the notifiable authorities and to properties surrounding Yallambee notifying them of the proposal to close the road.</p> <p>B. After the road is closed a plan of consolidation will be prepared by a surveyor and the plan will subsequently be lodged.</p>		
789	17 September 2020	167/20	<p>Acquisition - Easement for Access Adaminaby Sewage Treatment Plant and Town Water Supply</p> <p>That Council:</p> <p>A. Proceed with the compulsory acquisition of the interest in the land described as part Lot 287 DP 729870 Land fronting Snowy Mountains Highway, Adaminaby and having an area of approximately 22m for the purpose of easement for access to essential services being the Sewage Treatment Plant in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>;</p> <p>B. Proceed with the compulsory acquisition of the interest in the land described as part Lot 292 DP 729876 having an area of approximately 200m and part Lot 292 DP</p>	Manager Water & Wastewater	<p>07/07/2022 – JD: No further updates.</p> <p>27/05/2022 – JD: No further updates.</p> <p>25/03/2022 – JD: No further update.</p> <p>20/01/2022 – JD: No further updates.</p> <p>03/11/2021 – JD: No further updates.</p> <p>28/09/2021 – JD: No further updates.</p>	30/04/2022	N

SMRC Resolution Action Sheet – In Progress							
No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>729876 Land fronting Chalker Street, Adaminaby and having an area of approximately 344m for the purpose of easement for access to essential services being Town Water Supply in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>;</p> <p>C. Make an application to the Minister and the Governor for approval to acquire part Lot 287 DP 729870 Land fronting Snowy Mountains Highway, Adaminaby and having an area of approximately 22m and Part Lot 292 DP 729876 having an area of approximately 200m and part Lot 292 DP 729876 Land fronting Chalker Street, Adaminaby and having an area of approximately 344m for the purpose of easement for access to essential services by compulsory process under section 187(1) of the <i>Local Government Act 1993</i>;</p> <p>D. Classify the land as easement for access in accordance with the <i>Local Government Act 1993</i>;</p> <p>E. Authorise the CEO to sign any documentation required for this Acquisition process.</p>		<p>30/08/2021 – JD: No further updates.</p> <p>02/08/2021 – JD: No further updates.</p> <p>09/06/2021 – JD: No further updates.</p> <p>04/05/2021 – JD: No further updates.</p> <p>30/03/2021 – JD: No further updates.</p> <p>02/03/2021 – JD: Acquisition currently underway.</p> <p>15/01/2021 – JH: No further update.</p> <p>25/11/2020 – JH: No further update.</p> <p>25/11/2020 – JH: A-D. Acquisition process underway and being managed by the Water/Wastewater Team. A. This will take place when required.</p> <p>23/09/2020 - JH: A-D. Acquisition process underway. E. This will take place when required.</p> <p>23/09/2020 - JH:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					A-D. Public Works Advisory (PWA) is being engaged to action this process so that Council secures permanent legal access swiftly. E. This will take place when required.		
775	20 August 2020	146/20	Endorsement of SMRC Section 355 Manual That Council send out a draft s355 manual to Committees for review and defer item until a Council workshop can be held.	Governance Officer	12/07/2022 – DR: No further update. 02/06/2022 – LO: Process delayed due to ongoing vacancy in Governance team. Target date expected 1 September 2022. 09/05/2022 – LO: Revision and consultation delayed due to vacancy in Governance team. Revised schedule to be provided following recruitment. 09/03/2022 – ED Draft manual under revision to reflect current structure. Draft to come to undergo consultation with internal stakeholder prior to ELT approval and Councillor workshop in June. 12/10/2021 – DR: Target date changed – defer to allow new Councillors to be informed and agree to the approach. 01/04/2021 – ED: No further update. 30/03/2021 – ED:	01/09/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>No further update.</p> <p>24/02/2021 – ED No further progress.</p> <p>19/01/2021 – JM: No further progress.</p> <p>26/11/2020 – JM: The consultation period for the committees closed on 12 November 2020 and Council has received 16 comments. Comments are currently being reviewed a report will be presented to the Councillors at the 4 February 2020 briefing session.</p> <p>02/11/2020 – JM: A webinar was held on 29 October 2020 with all section 355 committees. A workshop will be conducted with councillors on 3 December 2020.</p> <p>25/09/2020 – JM: Documentation has been subjected to a final review and proof read prior to being sent out.</p> <p>31/08/2020 – JM: The Chief Communications Officer is currently reviewing the manual, after which it will be circulated to all committees to review for one month. A webinar will be conducted with all committees to explain the changes and answer questions. A Council workshop will be conducted on 5 November 2020.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
746	16 July 2020	107/20	Health One Facility, Jindabyne That Council A. Authorise the Chief Executive Officer to execute the Building Management Statement and take steps to finalise and sign the land sale agreement; and B. Approve the establishment of a Building Management Committee to oversee obligations of the Building Management Statement.	Facilities Officer Snowy River Health Centre	05/07/2022 – NW: Awaiting updated Section 88B instrument from lawyers prior to Planning staff issuing stratum subdivision. 31/05/2022 – TP: A – Complete B - Pending: Awaiting internal response from Planning Department as to issue of subdivision certificate. 04/05/2022 – NW: A. Building Management Statement signed by CEO B. Plan of Subdivision awaiting review by Senior Council planners prior to establishment of Building Management Committee. 01/03/2022 – NW: A. Building management statement signed by CEO. B. Finalising plan of subdivision prior to establishment of building management committee. 06/09/2021 – TP: Follow up query to Planning as to status of subdivision approval. 27/04/2021 – NW: Waiting on Subdivision Certificate approval. 26/03/2021 – NW:	30/11/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Subdivision Certificate and Modifications now lodged by Dabyne Planning.</p> <p>02/03/2021 – NW: Discussions ongoing between Dabyne Planning and Kleven Spain Surveyors. Subdivision application forms submitted to CEO for signature.</p> <p>12/01/2021 – NW: A. Surveyor provided plans although further information still required. Waiting on information to be forwarded.</p> <p>27/11/2020 – TP: No further update.</p> <p>27/10/2020 – NW: A. Awaiting surveyor to provide further information to enable registration of subdivision. Other party (HealthOne) still to sign the Land Sale Agreement. B. Building Management Committee to be formed with HealthOne once above items have been finalised.</p> <p>24/09/2020 – NW: A. Status remains unchanged. Building Management Statement signed by Chief Executive officer. Information has been returned to surveyor for creation of subdivision. Waiting on lawyers for other party regarding the Land Sale Agreement.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>B. Building Management Committee to be formed with HealthOne.</p> <p>26/08/2020 – NW:</p> <p>A. Building Management Statement signed by Chief Executive officer. Information has been returned to surveyor for creation of subdivision. Waiting on lawyers for other party regarding the Land Sale Agreement.</p> <p>B. Building Management Committee to be formed with HealthOne.</p> <p>22/7/2020 – NW</p> <p>A. Building Management Statement sent to Chief Executive Office for signing.</p> <p>B. Will work on creation of Building Management Committee once BMS signed.</p>		
718	18 June 2020	80/20	<p>Acquisition of Land - RFS Shed Michelago That Council</p> <p>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 1,162.6m² for the purpose of Rural Fire Shed in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>;</p> <p>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 1,162.6m² by compulsory</p>	Land and Property Officer	<p>30/06/2022 – SR:</p> <p>Res A: No Further Update - PWA still awaiting valuation</p> <p>Res B: Awaiting completion of A</p> <p>Res C: No Action Required</p> <p>Res D: No Action Required</p> <p>Res E: As Required</p> <p>30/05/2022 – SR:</p> <p>Res A: No further updates</p> <p>Res B: Awaiting completion of A</p> <p>Res C: No Action Required</p> <p>Res D: No Action Required</p> <p>Res E: As Required</p> <p>04/05/2022 – SR:</p>	31/03/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>process under section 186(1) of the Local Government Act 1993;</p> <p>C. Classify the land as operational land in accordance with the Local Government Act 1993;</p> <p>D. Note that this acquisition is not for the purpose of resale; and</p> <p>E. Authorise CEO to sign any documentation required for this Acquisition process.</p>		<p>Res A: Awaiting valuation results, email sent to PWA requesting update for this matter.</p> <p>Res B: Awaiting completion of A</p> <p>Res C: No Action Required</p> <p>Res D: No Action Required</p> <p>Res E: As Required</p> <p>01/04/2022 – SR:</p> <p>Res A: Awaiting valuation to be complete.</p> <p>Res B: Awaiting completion of A.</p> <p>Res C: No Action Required.</p> <p>Res D: No Action Required.</p> <p>Res E: As Required.</p> <p>02/03/2022 – SR:</p> <p>Res A: Valuer engaged via PWA.</p> <p>Res B: Awaiting completion of A.</p> <p>Res C: No Action Required.</p> <p>Res D: No Action Required.</p> <p>Res E: As Required.</p> <p>24/01/2022 – SR:</p> <p>Res A: SMRC reviewing PWA recommendation for valuation.</p> <p>Res B: Awaiting completion of A.</p> <p>Res C: No Action Required.</p> <p>Res D: No Action Required.</p> <p>Res E: As Required.</p> <p>16/12/2021 – SR:</p> <p>Res A: PWA reviewing valuation service quotes,</p> <p>Res B: Awaiting completion of A.</p> <p>Res C: No Action Required.</p> <p>Res D: No Action Required.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Res E: As Required</p> <p>15/09/2021 – SR: 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).</p> <p>17/08/2021 – SR: PWA advise project is still on track for delivery before end of year. PWA waiting for response from UGL Regional Linx.</p> <p>02/08/2021 - SR: Advice received from UGL Regional Linx takeover of John Holland - PWA advised acquisition should be complete before Jan 2022 take over.</p> <p>02/07/2021 – TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>27/04/2021 - JH: No further updated at this stage.</p> <p>23/03/2021 - JH: The survey plan has been prepared by PWA to enable the acquisition process to continue.</p> <p>28/02/2021 – JH: No further update.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>12/01/2021 – JH: No further update.</p> <p>25/11/2020 – JH: A to C: This process will take approximately 18 months.</p> <p>20/10/2020 - JH: A to C: Acquisition process underway. D & E: Will be adhered to throughout this process.</p> <p>23/09/2020 - JH: A to C: Survey Plan Quote to be received shortly.</p> <p>26/08/2020 - JH: 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.</p> <p>22/07/2020 – JH: A to C: Acquisition process underway. D & E: Will be adhered to throughout this process.</p> <p>24/06/2020 – JH: A to C: The Acquisition process will begin, this is a lengthy process as all items take place under strict timelines. D&E. Complete.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
669	16 April 2020	69/20	Bombala Commercial Precinct Painting That Council A. Note the previous resolution ADA96/16 adopted by the Administrator; B. Note the previous resolution 297/17 adopted by Council; C. Rescind Part C of resolution 297/17 and replace it with: Authorise expenditure of \$10,000 directly to the Bombala and District Chamber of Commerce to assist with the current street upgrade project. The Chamber must agree to use the money on paint and provide supporting documentation to Council once the project is completed.	Economic Development Officer	<p>05/07/2022: - JM: Bombala Chambers are co-ordinating businesses to discuss the colour options available to them under the heritage colours with Council's heritage advisor to ensure adherence to council resolution 295/17 Part D. Bombala Chambers also applying the funds to both Buy-Rite Bombala and Murphy's Building Supplies for individual businesses to purchase agreed paint. Business are now hoping to get painting in the early spring once weather allows for outside painting.</p> <p>30/05/2022 – MA: The Economic Development Officer has met with the Bombala Chamber president who advises that the target for completion remains the end of June but they are having difficulties finding tradespeople so the completion date may be extended.</p> <p>04/05/2022 – MA: Bombala Chamber have advised they are still working towards the end of June for completion of this project.</p> <p>05/04/2021 – MA: No further update. Will receive update from Bombala Chamber on progress during April.</p> <p>28/02/2022 – SB: No further update.</p> <p>24/01/2022 – SB:</p>	31/05/2021	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Bombala Chamber of Commerce advised they are aiming to complete this project by the end of financial year.</p> <p>21/12/2021 – SB: No further update.</p> <p>01/11/2021 – SB: Approximately \$2000 spent, COVID has impacted delivery.</p> <p>28/09/2021: SB No further update.</p> <p>31/08/2021: SB No further update.</p> <p>03/08/2021: SB No further update.</p> <p>30/06/2021: SB No further update</p> <p>01/06/2021 – SB: No further update.</p> <p>27/04/2021: SB No further update.</p> <p>25/03/2021 - SBly: No further update.</p> <p>25/02/2021 – SBly: No further update.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>29/01/2021 – MA: No further update.</p> <p>30/11/2020 – MA: Update received from Bombala Chamber of Commerce. They are still negotiating with main street businesses to cover the cost of labour for the painting, given the cost of the actual paint is covered by the project. Aiming for completion of project by May 2021.</p> <p>04/11/2020 – MA: Still in progress by Bombala Chamber.</p> <p>28/09/2020 – MA: No further update.</p> <p>02/09/2020 – MA: Still in process of being implemented by Bombala Chamber.</p> <p>02/07/2020 – MA: Project in progress and resting with Bombala Chamber – no further update from below.</p> <p>03/06/2020 – MA: Arrangements for payment finalised. Awaiting reports from the chamber on execution of the project in due course.</p> <p>05/05/2020 – SB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					A purchase order will be issued to the Chamber of Commerce this week so that they can send us an invoice and be paid.		
660	19 March 2020	55/20	Proposed Acquisition of Easement for Access to Middlingbank Quarry That Council A. Enter into negotiations with the owner of lot 1 DP 1022898 for a right of way for access across his land. B. Engage the services of a surveyor to create a plan for registration of a right of way across lot 1 DP 1022898. C. Council to be responsible for all costs for creation and registration of the plan for the right of way. D. Authorise the Chief Executive Officer to negotiate the compensation for the easement. E. Authorise the Chief Executive Officer to sign all necessary documents to give effect to the above.	Manager Infrastructure	07/07/2022 - ZC: No further action. 07/06/2022 – JM: No further update. 10/05/2022 – ZC: No further update. 08/02/2022 – GS: All actions have been undertaken. The owners of Lot 1 refused to negotiate a right of carriageway through their property, so the resolution can be taken no further. There is a Crown road reserve through Lot 2 but negotiations with Crown Lands have not yet taken place over the use of that access point. A report will be prepared for Council consideration once Crown Lands have been consulted over the acquisition of the Crown road reserve. 29/09/2021 – GS: This action will be subject to a Council report for consideration in November 2021. 05/07/2021 – GS: The owner of Lot 1 DP 1022898 has stated they are not prepared to enter into negotiations for a right of carriageway between Middlingbank Road and Middlingbank Quarry. Discussions are underway with the owner of Lot 2 DP 1271068 to	30/12/2021	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>understand if options are available to create an access through that property with further options to acquire the Crown road (unformed) that's established along the boundary of Lot 1 and Lot 2.</p> <p>02/07/2021 - TP: No further update at this point.</p> <p>05/05/2021 - TP: No further update.</p> <p>31/03/2021 - TP: No further update.</p> <p>28/02/2021 - TP: AA - Negotiations continue with Manager Infrastructure spearheading discussions. B Draft plan for right of access pending results of A. C-E These actions will take place at the appropriate time.</p> <p>22/01/2021 – LB: A. Letter has been sent to Council's solicitor requesting that he commence negotiations with the landowner for a right of way for access to the Quarry. B. Surveyor has submitted a draft plan for right of access and this will be finalized as soon as negotiations are completed.</p> <p>04/12/2020 – LB: A. Completed.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>B. Discussions are ongoing to decide the best approach for a permanent access.</p> <p>23/20/2020 – LB:</p> <p>A. The temporary agreement between SMRC and Mr Thomas for access to Middlingbank Quarry has been signed and is active from 2 November 2020 through to 30 April 2021. Notice has been provided to Mr Thomas, in accordance with the agreement that Council intend to access Middlingbank Quarry to extract material in November 2020. Work to ensure the access road is suitable for heavy traffic will commence on Monday 2 November.</p> <p>B. The process to secure permanent access will commence shortly</p> <p>C. These actions will take place at the appropriate time.</p> <p>24/09/2020 – LB:</p> <p>A. The agreement has been executed by both parties and Council is planning dates for access to the quarry to extract material.</p> <p>26/08/2020 – LB:</p> <p>A. Council is currently negotiating an agreement with the landowner that will create a temporary access agreement for a 6 month period between November 2020 and April 2021.</p> <p>B. The surveyor has completed the survey for the easement for access subject to negotiation with the landowner.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>C. Council has engaged the surveyor and will be responsible for all costs.</p> <p>D. Further negotiations are required to understand if a permanent agreement for access to Middlingbank Quarry, through Mr Thomas's property is possible.</p> <p>28/07/2020 – LB: A. No update. B. Quotations for the survey were received. Despite numerous emails being sent to the surveyors only one surveyor responded and he has been requested to proceed as soon as possible.</p> <p>26/06/2020 – LB: A. Negotiations with landowners are ongoing. B. Requests for quotations for survey have been advertised.</p> <p>28/05/2020 – LB: A meeting took place with the landowner, his father, Manager of Infrastructure, Land and Property Officer and Council's solicitor, Mark Herbert. Negotiations are ongoing.</p> <p>24/4/2020 – LB: An email was sent to the landowner but there has been no response. A second email will be sent this week to be followed up with a phone call.</p> <p>26/03/2020 – LB Negotiations have commenced with the landowner.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
643	19 March 2020	44/20	Acquisition by Possessory Title - Lot 16 Section 1 DP 1242 - Berridale Memorial Park That Council A. Apply for possessory title over lot 16 Section 1 DP 1242 (Berridale Memorial Park) B. Classify lot 16 Section 1 DP 1242 as community land upon acquisition.	Coordinator Land & Property	06/07/2022 – TP: No further update at this point. 31/05/2022 – TP: No further update at this point. 03/05/2022 – TP: Requisition deferred by LRS due to change in protocol by the State means review, and possible refreshment of documents, prior to re-lodgement of matter via online application. 01/03/2022 – TP: No further update at this point. 31/01/2022 – TP: Solicitors have flagged that re-lodgement of the entire document file was required due to change in LRS processing mechanics to online. There appears to be a telegraphed hesitancy within the LRS to view Council's ongoing maintenance of the property, to enable its continued use as a monument site, as sufficient to establish possession - Further investigation to be actioned by Land & Property as to existence of any further historic evidence of dealings in relation to monument construction and primary use of site. 1/11/2021 – TP: No further update at this point in time. 01/10/2021 – TP: No further update at this point.	31/12/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>05/09/2021 – TP: No further update at this point.</p> <p>04/08/2021 – TP: No further update at this point.</p> <p>02/07/2021 – TP: Responding to a further request from Revenue NSW, a letter has been sent confirming that upon acquisition - Lot 16 Section 1 DP 1242 – Berridale Memorial Park – will not be used for any trading undertaking</p> <p>06/06/2021 – TP: Amended application for possessory title lodged to include additional details of the grants of probate (as received from the Supreme Court of NSW).</p> <p>05/05/2021 – TP: Solicitors have confirmed that the required supporting Statutory Declarations from independent persons (2) have been obtained. NSW Revenue documentation finalised to enable transfer of land to be completed exempt payment of duty.</p> <p>31/03/2021 – TP: LRS requested details of two disinterested persons requested willing to provide Statutory Declarations related to prior treatment & use of land in question; details of such provided (with permission) to Solicitors.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>28/02/2021 – TP: Application for possessory title lodged with NSW LRS. Further legal paperwork being formatted including the Statutory Declarations of two "disinterested witness" to support Council's possessory claim.</p> <p>14/01/2021 – LB: A&B Application for possessory title has been lodged with the LRS after discussions with the RSL. RSL has been assured that the land will be classified as community land upon acquisition.</p> <p>04/12/2020 – LB: A. A letter was received from Head Office of NSW RSL to say that Council should deal with the Snowy River Branch of the RSL with respect to future management of the park. An email was sent to the local RSL branch requesting consent for Council to proceed with the application for possessory title, with the assurance that the park would be classified as community land upon acquisition. The relevant sections of the Local Government Act pertaining to management of community land were also sent in the email as a link to assist the RSL in determining their response.</p> <p>23/10/2020 – LB: A. An email was sent to the local branch of the RSL asking for an update.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>B. To be completed upon acquisition of the land.</p> <p>24/09/2020 – LB: A. The Snowy River branch of the RSL was notified of Council's intention to apply for possessory title and the branch has sent the notification to The RSL's head office for a response.</p> <p>26/08/2020 – LB: Requisition on Title has requested an Old Title search which is currently being carried out by Crown Lands.</p> <p>26/08/2020 – LB A. Requisition on Title has requested an Old Title search which is currently being carried out by Crown Lands. B. Lot 16 will be classified upon acquisition through the resolution of Council.</p> <p>29/07/2020 – LB: The CEO has executed the documents.</p> <p>26/06/2020 – LB: Application is proceeding.</p> <p>28/05/2020 – LB: Documentation is being prepared to lodge an application for Possessory Title.</p> <p>24/04/2020 – LB: Council's solicitor is presently gathering all the evidence to lodge with the application for</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					possessory title. A surveyor has been engaged to do a survey plan for identification purposes. 26/03/2020 – LB: Council's solicitor has been requested to prepare the documentation.		
573	21 November 2019	443/19	<p>Werralong Road - Proposed Acquisition With and Without Consent That Council</p> <p>A. Approves the acquisition without consent of proposed lots 4, 5, 7, 8 and 10 in the plan of acquisition for the purpose of public road under the provisions of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> in accordance with Division 1 Section 177 of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor.</p> <p>B. Approves the acquisition of proposed lots 1, 2, 3, 6 and 9 with consent for the purpose of public road under the provisions of the <i>Land Acquisition (just Terms Compensation) Act 1991</i> in accordance with Division 1 Section 177 of the Roads Act 1993 and the making of the necessary application to the Minister and/or Governor.</p> <p>C. To authorise the General Manager to execute all documents relevant to the acquisitions both without consent and with consent on behalf of Council.</p> <p>D. Agrees to bear all costs for the acquisition of the proposed lots.</p>	Coordinator Land & Property	<p>31/05/2022 – TP: LRS registration to reflect SMRC ownership on title for 5 (of 10) lots remains pending. Council solicitors have prompted LRS again for progress request in relation to this final element.</p> <p>03/05/2022 – TP: The mandated compensation payment (\$82,983.00) to the 'without consent party has been completed. Remittance Advice of payment forwarded to the relevant party via email. Requisition information provided to the LRS on 11th April 2022 for administrative record update of Council as owner for the 5 parcels (with consent) & 5 parcels (without consent).</p> <p>01/02/2022 – TP: Items A, B & C - Complete. Item D - NSW Valuer General compensation determination has been received: Council are to pay the other party \$82,983 (inc GST). The compensation is restricted to 'disturbance' only; covers legal costs, land value costs & fencing. The mandated compensation notice has been prepared and once executed by SMRC it will be distributed to the other party via solicitor channels.</p> <p>31/01/2022 – TP:</p>	30/06/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Items A, B & C - Complete. Item D - No further update at this point in time.</p> <p>01/11/2021 – TP: Elements A, B & C – Complete. D - Council awaits Valuer General compensation advice related to the lots that were acquired by compulsory process (without consent).</p> <p>01/10/2021 – TP: Governor's approval to publish the supplied acquisition notices for the Werralong Road compulsory acquisition process has been received.; Lots 4, 5, 7, 8 & 10 DP 1245630 - Approved under Executive Council Minute #34 (22 September 2021), Lots 1, 2, 3, 6 & 9 DP 1245630 - Approved under Executive Council Minute # 28 (22 July 2020), Werralong Road (Lots 1-10 DP 1245630) - The publication of the acquisition notices (2) in the New South Wales Government Gazette occurred on 1st October 2021; this action brings the land described in the notices into Council's ownership. The final process element relates to compensation applicable to Lots 4, 5, 7, 8 & 10 DP 1245630, with Council to be guided by the NSW Valuer General in relation to this aspect.</p> <p>05/09/2021 – TP: Lots 4, 5, 7, 8 & 10 DP1245630: The 90 day PAN period expires on Sunday 5th September 2021, at which time the OLG will submit the acquisition notice for the Governor's approval. Upon receipt of the Governor's approval, the OLG will provide</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Council with a copy of the approved acquisition notice and Minute Number to be used for the publication of the acquisition notice. It remains Council's responsibility to organise for the publication of the acquisition notice in the NSW Gazette.</p> <p>04/08/2021 - TP: No further update at this point.</p> <p>02/07/2021 - TP: No further update at this point.</p> <p>07/06/2021 – TP: The PANs related to Werralong Road acquisition were formally issued on Monday 7th June 2021 to the relevant parties. Once the PANs are issued a 90 day sequence triggers, at the end of which the OLG submits the Acquisition Notice for the Governor's approval. Upon receipt of Governor's Approval, Council can then lodge the Government Gazette publication of the acquisition notice.</p> <p>05/05/2021 – TP: No further update at this point.</p> <p>31/03/2021 – TP: Updated application lodged with OLG to match the revised PAN (already executed) and reflects the inclusion references related to Lots 5 & 7, as these lots are now actually now part of Lot 1 DP 1172849 (Downs's ownership). Letters sent to all involved landowners with status update.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>28/02/2021 – TP: Amended proposed acquisition notice tabled to the registered proprietor (external party) to ensure Lot 5 & Lot 7 DP 1245630 (formerly Crown Reserve Roads) are encompassed, being as they are actually now part of Lot 1 DP 1172849 (Downs).</p> <p>22/01/2021 – LB: A. The OLG has confirmed that the application has been approved and is awaiting execution by the Minister. B. The land which was to be gifted to Council which is subject of the acquisition with consent cannot be gazetted as road until Council receives consent from the OLG to the acquisition without consent. The land to be gifted to Council was gifted on the condition that Council is successful in acquiring the land without consent.</p> <p>04/12/2020 – LB: A&B. The paperwork returned from Office of Local Government appears to have overlooked sections of closed Crown reserve road, which have been sold prior to the adjoining landowner. Council is clarifying whether this was an oversight to ensure there are no future delays in the process of acquisition.</p> <p>23/10/2020 – LB: A. An email was received from one of the landowners on Werralong Road attaching an email from John Barilaro's office dated 23</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>October. The email from John Barilaro referred to a reply from the Minister for Local Government responding to correspondence from the landowner. The email inferred that the OLG has made a recommendation to the Minister to be considered in the near future.</p> <p>24/09/2020 – LB: No further update.</p> <p>26/08/2020 – LB: A&B. OLG has not released consent for acquisition. Currently Council is unable to proceed until consent for acquisition without consent is received from OLG C&D. Documents will be executed at the appropriate time. Costs are paid on invoice.</p> <p>27/07/2020 – LB: A. Application was sent to OLG for consent to the acquisition. Email reply from OLG received 27/7/2020 consenting to the acquisition with consent. B. Application for acquisition of lots 4, 8 and 10 without consent is currently being assessed separately. C. The necessary documents will be sent to the CEO when necessary for execution. D. All costs are being paid by Council.</p> <p>26/06/2020 – LB: Council received a letter from the OLG to say that the process for requesting a shorter timeframe would result in the process taking</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>longer due to their process. Therefore, Council has withdrawn its application to reduce the notification time.</p> <p>The legislated timeframe for notification is 90 days and Council should not anticipate a decision from the OLG for at least 3 months. Recent experience has demonstrated that the OLG is not providing decisions on applications for 6 months or more.</p> <p>28/05/2020 – LB: There has been no response from the OLG with respect to the application to reduce the notification time. The application is with the OLG.</p> <p>24/04/2020 – LB: The application for acquisition of Werralong Road has been lodged with the OLG. At the same time, an application to reduce the notification time to 30 days has been lodged with the OLG.</p> <p>26/03/2020 – LB: The OLG returned the application. A new application is currently being prepared by Council's solicitors for submission to the OLG.</p> <p>02/03/2020 – LB: When consent is received from the OLG Werralong Road will be gazetted to Council.</p> <p>28/01/2020 – LB: Council's solicitor is presently preparing Section 30 Agreements for execution by landowners</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>who are gifting their land to Council. The solicitors are also preparing the application to the OLG for consent to acquire a portion of the land for road through the process of acquisition without consent.</p> <p>02/12/2019 – LB: Resolution of Council has been sent to Council's solicitor to lodge with OLG for consent of the Minister and the Governor.</p>		
553	21 November 2019	422/19	<p>Managing Heavy Vehicles in Bombala Town Centre - Community Consultation</p> <p>That the matter be deferred for further consultation with the public including correspondence from the Bombala Chamber of Commerce.</p>	Coordinator Strategy Development	<p>24/06/2022 – GMc: This consultation work has not been planned for the 2022-2023 FY.</p> <p>24/05/2022 – GMc: This consultation work has not been planned for 22/22 financial year.</p> <p>29/04/2022 – GMc: This consultation work has not been planned for 22/23 financial year.</p> <p>25/03/2022 – GMc: This consultation work has not been planned for the 2021/2022 Financial Year within the Strategy Team. Consideration for this action to occur for the 2022-2026 Delivery Program.</p> <p>24/02/2022 – GMc: This consultation work has not been planned for the 2021/2022 Financial Year. Consideration will be given for this action to occur for the 2022-2026 delivery program.</p>	Ongoing	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>29/10/2021 – GMc: No further update - requested consultation has not been prioritised as part of the 2020-2021 Operational Plan. As per LSPS action 10.7 bypass investigations is a medium to long term action of 10-20 years.</p> <p>30/09/2021 – GMc: No further update - Strategic Planning Team to seek additional information from Councillors.</p> <p>30/08/2021 – GMc: No further update - Strategic Planning to seek additional information</p> <p>02/07/2021 – GMc: No further update.</p> <p>01/06/2021 – GMc: No further update.</p> <p>04/05/2021 – GMc: No further update - Strategic Planning to seek further information.</p> <p>01/04/2021 – GMc: No further update - Strategic Planning to seek additional information.</p> <p>03/03/2021 – GMc: No further action at this stage.</p> <p>25/01/2021 – GH:</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>An informal meeting was held between Bombala based councillors and relevant staff. The outcome of the meeting is to proceed with further community consultation.</p> <p>27/11/2020 – GH: A meeting has been arranged with Bombala based councillors to discuss options for further community consultation. Meeting proposed to be held on 4 December 2020 and is open to any other interested councillor to attend.</p> <p>05/11/2020 – JM: No further update.</p> <p>25/09/2020 – GH: No further update.</p> <p>03/09/2020 – GH: No further update.</p> <p>01/07/2020 – AS: No further update. Consultation occurred from September 2019 to October 2019.</p> <p>01/06/2020 – GH: Communication distribution proposed re Bombala Town Centre Community Consultation:</p> <ul style="list-style-type: none"> • Noticeboards – IGA and Newsagency • Bombala Times and Monaro Post • Facebook – Bombala Noticeboard • Facebook – SMRC page • Facebook – SMRC Business Forum Group • Radio – capital network and 2MNO • Notice at SMRC office 		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<ul style="list-style-type: none"> Info sent to SMRC customer service for any enquiries SMRC website <p>27/04/2020 – LN: Working with Chief Communications Officer to establish a strategy for community consultation during the COVID-19 restrictions.</p> <p>24/03/2020 – LN: No further update.</p> <p>28/02/2020 – LN: Ongoing.</p> <p>03/02/2020 – LN: Ongoing.</p>		
439	21 November 2019	408/19	<p>Closure of Part of the Road Reserve in Barrack Street Cooma That Council</p> <p>A. Approve the proposal to close part of the Barrack Street Cooma road reserve in accordance with the plan in this report;</p> <p>B. Classify this new lot as operational land;</p> <p>C. Approve the consolidation of lot 4 DP 32321 with the new lot to be created by the road closure; and</p> <p>D. Classify the new consolidated lot as operational land.</p>	Coordinator Land & Property	<p>28/06/2022 – GT: A: Complete. B: Part 1 Complete - learner bike track has been constructed Part 2 In progress advised by the surveyor on 30/05/22 that he has a couple of requisitions that need attending to on this and was hoping to work on them in late May/early June. C: Complete.</p> <p>31/05/2022 – GT: A: Complete B: Part 1 Complete - learner bike track has been constructed Part 2 In progress advised by the surveyor on 30/05/22 that he has a couple of requisitions that need attending to on this which he will hopefully work on it late in the week</p>	30/06/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>C: Complete.</p> <p>02/05/2022 – GT: A: Complete. B: Part 1 Complete - learner bike track has been constructed Part 2 In progress and no further update. C: Complete.</p> <p>04/04/2022 - GT: A: Complete. B: Part 1 Complete - learner bike track has been constructed Part 2 In progress and no further update</p> <p>23/02/2022 – GT: A: Complete. B: Part 1 Complete - learner bike track has been constructed Part 2 in progress and no further update. C: Complete.</p> <p>13/12/2021 – GT: No further update.</p> <p>25/11/2021 – GT: No further update.</p> <p>21/10/2021 – GT: Correspondence received from BMR confirming of registration of the land in the name of Snowy Monaro Regional Council. They have advised the surveyor as well.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>19/10/2021 – GT: Part 2: BMR confirmed the Application to Record a New Registered Proprietor electronically with LRS was lodged on 18 October 2021 - as it needed to be updated from The Council of the Shire of Cooma-Monaro. BMR will advise once the Application has been registered.</p> <p>27/09/2021 - GT: A: Complete. Approval granted - Council Meeting 21 November 2019. B: Part 1 Complete - learner bike track has been constructed Part 2 In progress - plan is with LRS. Once registration is complete Jack Atkinson Surveying will notify Council and BMR can complete Application to Record a New Registered Proprietor for the land.</p> <p>C: Complete - only 2 objections were received and were responded to at the time.</p> <p>06/09/2021 - TP: Confirmation of status sought from surveyor.</p> <p>04/08/2021 - TP: No further update at this point.</p> <p>02/07/2021 - TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>05/05/2021 - TP:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Follow up with Solicitor and Surveyor actioned to progress.</p> <p>31/03/2021 - TP: No further update.</p> <p>28/02/2021 - TP: No further update.</p> <p>22/01/2021 – LB: A&B Plan has been lodged with LRS for registration when it will be classified as operational land.</p> <p>04/12/2020 – LB: A. An email was received from Crown Lands seeking clarification of the section of Barrack Street for investigation; clarified via email.</p> <p>23/10/2020 – LB: A. Awaiting information from Crown Lands. Email sent to Crown Lands requesting that this matter be expedited. B-D. These actions will be carried out at the appropriate time.</p> <p>24/09/2020 – LB: A-B. Crown Lands responded to Council's email to say that the Old Title search is currently underway and we should receive the results shortly. C. A plan of consolidation will be prepared as soon as the road closing is registered.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>D. The consolidated lot will be classified as operational land upon registration of the plan.</p> <p>26/08/2020 – LB: Crown Lands have been reminded via email that we are still waiting on the results of the search to fulfil the requirements of the requisition. This action cannot proceed until plan is Registered.</p> <p>29/07/2020 – LB: Application has been sent to Crown Lands for an Old Title Search in accordance with the requisition from the LRS.</p> <p>26/06/2020 – LB: When the plan of subdivision was lodged, Council received requisitions on Title. A request has been sent to Crown Lands for evidence of gazettal of Barrack Street as a Council public road. Despite extensive research by Council staff and Council's solicitor definitive evidence was not found.</p> <p>B. Plan of consolidation will be sought after the road closing is complete through lodgement of the plan.</p> <p>28/05/2020 – LB: Council's solicitor is currently carrying out investigations to provide information to the LRS.</p> <p>24/04/2020 – LB: The plan was lodged at the LRS and the surveyor is presently addressing a requisition from the</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>LRS regarding the date of gazettal of Barrack Street Cooma as a Council public road.</p> <p>26/03/2020 – LB: The subdivision certificate has been released and the documents executed by Council. The documents have been delivered to the surveyor for lodgement at the LRS.</p> <p>02/03/2020 – LB: The plan will be lodged as soon as the subdivision certificate is to hand.</p> <p>20/01/2020 – LB: Registration of the plan should be gazetted soon.</p>		
429	17 October 2019	389/19	<p>Proposed Acquisition of Part Lot 6 DP 218752 for the Purpose of Road</p> <p>That Council, consistent with the guidelines contained within with the body of report:</p> <p>A. Authorise the General Manager to negotiate the purchase of 0.2542ha of lot 6 DP 218752;</p> <p>B. That Council be responsible for any additional costs including survey, legal fees, fencing;</p> <p>C. Authorise the General Manager to execute all necessary documents and affix Council's Seal if required; and</p> <p>D. Approach the plantation owners for a contribution towards the works prior to commencing the project.</p>	Coordinator Land & Property	<p>30/06/2022 – SR: No further update - Surveyor to assess site on Friday 08/07/2022.</p> <p>30/05/2022 – SR: No Further updates - Followed up with surveyor awaiting response.</p> <p>04/05/2022 – SR: Res A: ALRS requisition received, awaiting surveyor to address requisition. Res B: Council will pay engaged surveyor and solicitor Res C: To date all required documents have been executed Res D: As per previous updates in 2020, the plantation is not impacted by the project therefore no contribution will be paid - Resolution D complete.</p>	31/08/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>01/04/2022 – SR: No further update.</p> <p>03/02/2022 – SR: Res A: Awaiting LRS registration of plans to allow for land ownership to be transferred. Res B: Council will pay engaged surveyor and solicitor. Res C: To date all required documents have been executed. Res D: As per previous updates in 2020, the plantation is not impacted by the project therefore no contribution will be paid - Resolution D complete.</p> <p>24/01/2022 – SR: Subdivision Application (DA) approved. Plans to be registered with LRS.</p> <p>15/12/2021 – SR: Awaiting subdivision application approval.</p> <p>12/10/2021 – SR: Subdivision application lodged with Planning.</p> <p>28/09/2021 – SR: Signed Admin Sheet & Subdivision Application received in Berridale Office, Admin Sheet to be returned to surveyor & sub div application to be lodged.</p> <p>17/08/2021 – SR:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Subdivision application & administration sheet awaiting signature from landholder, once received subdivision application to be lodged with SMRC.</p> <p>02/08/2021 – SR: Mortgage has been released from lot as per title search, admin sheet and subdivision certificate application awaiting signature from landholder to proceed.</p> <p>02/07/2021 – TP: Resolution elements A-C - Pending bank interest in the lot to be acquired being discharged (Lot 6 DP 218752) confirmation from landholder pending. D – Completed</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>05/05/2021 – TP: No further update at this point.</p> <p>31/03/2021 – TP: No further update.</p> <p>28/02/2021 – TP: Discharge authority received from Landowner (due to Landowner having made error in initial document) and forwarded to bank to progress necessary mortgage discharge.</p> <p>22/01/2021 – LB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>A-C. A phone conversation with the landowner on 13/1/21 revealed that he has been communicating with the Rural Bank who are slow to respond. The landowner has been asked to send the phone contact number to Council so that we can contact the Rural Bank and try to fast-track the process.</p> <p>D. A letter was sent to the plantation owners who responded to say that they declined to contribute to the project.</p> <p>04/12/2020 – LB:</p> <p>A-C. Email from the Bega Branch Manager of the Bendigo and Adelaide Bank this morning to confirm that they are waiting on a response from Rural Bank. Bega Branch Manager will notify Council when the discharge of mortgage has been registered.</p> <p>D. Letter has been sent to Plantation Owners.</p> <p>23/10/2020 – LB:</p> <p>A-C. Application for discharge of mortgage completed by landowner and sent to the bank for processing. Signed application for subdivision certificate and the Administration Sheet received from landowner. As soon as the landowner receives his Certificate of Title from the bank the plan of subdivision will be registered and contracts will be exchanged.</p> <p>D. Letter is being prepared for the plantation owners requesting that they contribute to the works.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>24/09/2020 – LB:</p> <p>A-C. The Title to lot 6 has a mortgage noted in the second schedule. The landowner has verified that the loan has been paid out. A discharge of mortgage application was forwarded to the landowner to complete and return to Council so that the mortgage can be removed from the title. Council is also waiting on the application for a subdivision certificate to be signed by the owner of the property.</p> <p>D. Nearby plantation owners to be approached in writing seeking contribution to the purchase.</p> <p>26/08/2020 –LB:</p> <p>A-C. When Land and Property receives the subdivision certificate the landowner can sign off on the plan and arrange for his bank to sign off after which the plan can be submitted to the LRS for registration. Waiting on landowner to sign the application for the subdivision certificate or send an email giving consent for the application to be lodged. The subdivision certificate has been done but can't be released until consent is received from the landowner.</p> <p>A. Council has paid for survey and legal fees will be paid upon receipt of invoice</p> <p>B. Documents will be signed by the CEO when appropriate.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>C. Plantation owners are not affected and therefore will not be asked for a contribution.</p> <p>27/07/2020 – LB: Council is currently waiting on the subdivision certificate so that the plan can be registered prior to settlement.</p> <p>26/06/2020 – LB: Council's solicitor has been asked to produce the contracts. Application for subdivision certificate has been submitted.</p> <p>A. Purchase price has been negotiated and agreed by both parties.</p> <p>A. This acquisition does not affect the plantation owners.</p> <p>28/05/2020 – LB: An email has been sent to the surveyor each week asking for the plan of subdivision so that contracts for the purchase of the land can be exchanged. The plan has not been registered so the plan will need to be attached to the contract.</p> <p>24/04/2020 – LB: Council's solicitor is organising the contract and it is anticipated that exchange will take effect within the next month.</p> <p>27/03/2020 – LB: MOU has been returned to Council and Council's solicitor has been asked to arrange a contract.</p> <p>27/02/2020- JH:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					MOU with property owner, waiting return of same. 15/01/2020 - JH: Staff have spoken to land owner and are waiting for a written response.		
388	19 September 2019	343/19	<p>Proposed Compulsory Acquisition of Part Lot 7002 DP 1028529 Crown Land Travelling Stock Reserve That Council</p> <p>A. Approves the acquisition of the constructed section of Dalgety Road 20m wide which traverses lot 7002 DP 1028529 for the purpose of public road through the process of <i>Land Acquisition (Just Terms Compensation) Act 1991</i> for the purposes of s.178 of the Roads Act 1993;</p> <p>B. Seek approval from the Minister for Local Government and/or the Governor in accordance with section 187 of the Local Government Act 1993 to give all necessary Proposed Acquisition Notices in accordance with the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>C. Upon receipt of the Minister's/Governor's approval, Council serve each PAN and take each other action necessary to carry out the acquisition;</p> <p>D. Upon receipt of the Minister's/Governor's approval Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law;</p>	Coordinator Land & Property	<p>05/07/2022 – SR: Res A: Survey plans have been revised by stakeholders, minor corrections required to title and minor correction required on administration sheet. Once corrections are made plans and admin sheet will be lodged with LRS (plans previously referred to in action comments contained omissions and required alterations). Balance of resolution is process of delivering resolution A.</p> <p>30/05/2022 – SR: No further update.</p> <p>04/05/2022 – SR: A. Surveyor advised works will be conducted before end of June 2022. B. Awaiting delivery of A C. Awaiting delivery of A D. Awaiting delivery of A E. Awaiting delivery of A</p> <p>01/04/2022 – SR: No further update.</p> <p>02/03/2022 – SR: No further updates.</p>	30/11/2023	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>E. Pay compensation to all interest holders entitled to compensation by virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>F. That Council authorise the General Manager and the Administrator to complete and execute all documentation necessary to finalise and bring into force Council's acquisition of the land and if necessary to affix the Council seal to any documents related to the acquisition; and</p> <p>G. That upon acquisition the acquired Property is dedicated as road following gazettal of the acquisition;</p>		<p>24/01/2022 – SR: No further update.</p> <p>16/12/2021 – SR: No further update.</p> <p>15/11/2021 – GT: A: COMPLETE. B: Part 1) Advice received from ORALRA - ALCs 11150, 40959 and 42460, have been amended to the extent that the portion of Lot 7002 DP 1028529 identified as proposed 'Lot 21' (being approximately 1.17 hectares) in the Draft Plan of Redefinition (at Attachment A: CM9: 21/114612), dated 30 April 2021, has been excluded from the claims (CM9: 21/114613). [The balance of these three claims is to remain 'on foot' for determination in due course]. B: Part 2) Awaiting Survey Plan.</p> <p>21/10/2021 – GT: A. COMPLETE B. Awaiting advice from ORALRA and registered plan from the surveyor. Once Public Works Advisory (PWA) have the survey plan and the ORALRA advice, they can advance the matter towards Office of Local Government application. C. Waiting on B. D. Waiting on C. E. Waiting on D.</p> <p>17/08/2021 - SR: Native title search received and email stating no objection to acquisition process from Bega LALC.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Request for adjustment to land claim sent to ORALRA by ALC.</p> <p>04/08/2021 - TP: The surveyor has been instructed to lodge the plan for registration. When registration is confirmed, PWA will further proceed with the acquisition process. Preliminary confirmation from NSW Aboriginal Land Council that there should be no issues obtaining part-withdrawal of ALC 11150, ALC 40959 and ALC 42460 as it applies to the formed road area. Once PWA has received the registered DP advice from the surveyor, engagement with Bega LALC will be made to request that part-withdrawal.</p> <p>02/07/2021 - TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>27/04/2021 - JH: Draft plans have been produced and are being reviewed by relevant staff and key delivery consultants.</p> <p>27/04/2021 - JH: Draft plans have been produced and are being reviewed by relevant staff and key delivery consultants.</p> <p>25/03/2021 - JH:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Survey Plan being prepared with the aim for Deposited Plan Administration Sheet for signing early April.</p> <p>04/03/2021 - TP: No further update.</p> <p>22/01/2021 – LB: A. Quotation for Public Works Advisory has been approved and PWA has been asked to proceed.</p> <p>04/12/2020 – LB: A-G. Quote from Public Works Advisory to complete the acquisition of the travelling stock reserve is awaiting approval. NSW Aboriginal Land Council is considering the request to excise the road from their claim.</p> <p>03/11/2020 – LB: A-G. Quotation has been received from Public Works Advisory to carry out the compulsory acquisition process. Currently finalising approval. Also waiting on reply from the NSW Aboriginal Land Council.</p> <p>24/09/2020 – LB: A-G. Currently waiting on a reply from the NSW Aboriginal Land Council.</p> <p>26/08/2020 – LB: A-G. This acquisition has been placed on hold while further investigations through Local Land Services and Aboriginal Land Council are carried out.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>29/07/2020 – LB:</p> <p>A. Council is waiting on the survey to be completed.</p> <p>B. When the survey plan is received the application to the Minister and the Governor will be made.</p> <p>C. PANs will be served after the Minister and Governor's consent is received</p> <p>D. Gazettal will take place after consent of the Minister and the Governor is received</p> <p>E. Valuation has been requested from the Dept. of the Valuer General for land to be acquired without consent.</p> <p>F. Documents will be sent to the CEO for execution when appropriate.</p> <p>G. Upon acquisition the acquired property will be dedicated as road.</p> <p>26/06/2020 – LB:</p> <p>Surveyor is presently carrying out the work.</p> <p>28/05/2020 – LB:</p> <p>Surveyor advised that he will commence the survey in the next week.</p> <p>24/04/2020 – LB:</p> <p>Surveyor has been engaged and expects to commence the survey in the immediate future.</p> <p>26/03/2020 - LB:</p> <p>The NSW ALC has requested a survey plan be provided prior to proceeding. Quotations are currently being sought for the survey.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					02/03/2020 – LB: The NSW Aboriginal Land Council has given consent in principal and is waiting on a survey plan. 20/01/2020 – LB: Currently waiting on survey plan.		
352	15 August 2019	301/19	Proposed Closure and Sale of Public Pathway in Kalkite That Council A. Agree to close the pathway and sell the land 50% to each adjoining landowner for \$10,000 including GST each with each party to pay their own legal fees; B. Notify the owners of lots 38 and 39 that Council approves the payment for 50% of the pathway as a “repayment schedule” to be paid in conjunction with the land rates to be fully paid prior to 30 June 2020; C. Apply to the Crown to close the public pathway; D. Engage the services of a surveyor to create a plan of subdivision with the pathway to be divided along its length (front to back); E. Engage the services of a solicitor to draw up contracts for the sale of the land; and F. Authorise the General Manager to execute the documents for the sale of the property	Land and Property Officer	05/07/2022 – SR: Res A: All plans registered Res B: Sale Contracts issued to both parties Res C: Complete Res D: LRS registration complete Res E: Both contracts with purchasers for signing Res F: Required paperwork to date has been executed by CEO 30/05/2022 – SR: Res A: Plans lodged with Land Registry Services, all requisitions addressed, awaiting registration. Res B: Sale Contracts issued to both parties. Res C: Complete Res D: Awaiting LRS Registration (requisitions addressed) Res E: Both contracts with purchasers for signing Res F: Required paperwork to date has been executed by CEO 04/05/2022 – SR: Res A: 88B executed by all parties, awaiting surveyor to lodge with LRS Res B: Resolution 94/22 received, advice to be sent to BMR to progress sale contract Res C: Complete	30/09/2023	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Res D: Awaiting LRS Registration (requisitions to be addressed)</p> <p>Res E: One contract drafted signed by Council awaiting purchasers signature, instruction to be sent to BMR for contract draft and execution</p> <p>Res F: Required paperwork to date has been executed by CEO.</p> <p>01/04/2022 – SR:</p> <p>Res A: Awaiting 88B execution by Cross party.</p> <p>Res B: Report to April Council meeting.</p> <p>Res C: Complete.</p> <p>Res D: Awaiting LRS Registration (requisitions to be addressed).</p> <p>Res E: One contract drafted signed by Council awaiting purchasers signature, second awaiting new Council resolution (report estimated for March meeting).</p> <p>Res F: Required paperwork to date has been executed by CEO.</p> <p>02/03/2022 – SR:</p> <p>Res A: Advised by surveyor requisition has been received from LRS in relation to 88B instrument, signature is now required from both parties on the instrument as the easement burdens the lot they intend to purchase.</p> <p>Res B: Both parties agree to payment plans, new Council resolution to be sort for party C payment plan.</p> <p>Res C: Complete</p> <p>Res D: Awaiting LRS Registering</p> <p>Res E: One contract drafted signed by Council awaiting purchasers signature, second awaiting</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>new Council resolution (report estimated for March meeting) . Res F: Required paperwork to date has been executed by CEO</p> <p>24/01/2022 – SR: Res A: Plans & 88B to awaiting LRS registration. Res B: Both parties agree to payment plans, new Council resolution to be sort for party C payment Plan. Res C: Complete. Res D: Awaiting LRS Registering. Res E: One contract drafted second contracting, second awaiting new Council resolution (report estimated for March meeting). Res F: Required paperwork to date has been executed by CEO.</p> <p>15/12/2021 – SR: Res A: Plans & 88B to awaiting LRS registration. Res B: Payment Plan agreed by party H, party C still in negotiation. New resolution 57/20 changing final payment due date. Res C: Complete. Res D: Awaiting LRS Registering. Res E: One contract drafted second contracting waiting for Party C response to payment plan. Res F: Required paperwork to date has been executed by CEO.</p> <p>16/11/2021 – SR: Res A: All required documents have been lodged with LRS - Consolidation plans are awaiting registration.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Res B: Email has been sent to both parties addressing payment plan terms, new resolution 57/20 changing final payment date to 30/06/2023. Waiting for response from both parties.</p> <p>Res C: Complete.</p> <p>Res D: Engaged - plans done and lodged with LRS awaiting registration.</p> <p>Res E: BMR have been made aware of required contracts, payment terms are to be agreed upon prior to contract drafting.</p> <p>Res F: Required paperwork to date has been executed by CEO</p> <p>28/09/2021 - SR: Consolidation Administration Sheet with landowner for signing.</p> <p>17/08/2021 - SR: Subdivision has been approved. All signed paperwork returned to surveyor. Awaiting 88B from solicitor to register easement on title.</p> <p>02/08/2021 – SR: Subdivision Certificate for Boundary Adjustment submitted to planning - fee paid - awaiting approval</p> <p>02/07/2021 - TP: Adjusted advice from LRS and surveyor received. Further communication with neighbouring landowners actioned</p> <p>06/06/2021 – TP:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Prompts to LRS actioned in order to progress creation & issue of Certificate of Title.</p> <p>05/05/2021 - TP: Surveyor has submitted compilation plan to the LRS for road (path) closure and subsequent first Certificate of Title (CT) creation & issue. The CT will reflect that that the lot is vested with Council, in readiness for subdivision and sale.</p> <p>31/03/2021 - TP: No further update.</p> <p>28/02/2021 – TP: Awaiting plan of subdivision from surveyor. , Note: Linkage exists with Resolution 57/20.</p> <p>22/01/2021 – LB: A. Surveyor has been asked to lodge the plan of the pathway to close the road and to provide the plan of subdivision for the pathway. C. Response has been received from Crown Lands. D. Plan of subdivision will be available shortly. E. When the plan of subdivision is being processed Council's solicitor will be asked to arrange for the contracts for the sale of the land. F. Council's CEO will execute the contracts at the appropriate time.</p> <p>04/12/2020 – LB: A. Closure process progressing. B. Owners notified. Payment plan now subject to Council resolution 57/20.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>C. Currently waiting on response from Crown Lands</p> <p>D. Surveyor notified that plan of subdivision will be needed shortly.</p> <p>E. Solicitor asked to commence drawing up contracts for the sale of the land.</p> <p>23/10/2020 – LB:</p> <p>A & B. Advertising period has ended and one objection was received. The objection was a general one, which objected to any pathway in Kalkite being closed.</p> <p>A. Process has changed and new application to Crown Lands has been submitted</p> <p>B. Surveyor has been asked for an anticipated date for the plan of subdivision</p> <p>C. Contracts will be drawn up based on the plan of subdivision when the plan is available.</p> <p>D. Documents will be executed at the appropriate time.</p> <p>24/09/2020 – LB:</p> <p>A&B. Advertising period has ended and one objection was received. The objection was a general one, which objected to any pathway in Kalkite being closed.</p> <p>C. Waiting on response from Department of Industry - Crown Lands then the plan for road closing will be lodged and gazetted.</p> <p>D. The plan of subdivision will be available in approximately two weeks.</p> <p>E. The solicitor has been requested to get the contracts for the sale of the land ready</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>for when the plan of subdivision is received.</p> <p>26/08/2020 – LB: A&B. Letters to landholders and notifiable authorities have been sent. At this time all responses have been positive. Waiting on response from Crown Lands for consent to proceed and for public pathway to vest in Council following closure.</p> <p>E. This is no longer a requirement under the Act.</p> <p>F. The plan of subdivision will be available in approx. 6 weeks. In the meantime, the road closure is progressing.</p> <p>E&F. This will take place at the appropriate time.</p> <p>27/07/2020 – LB: Follow-up with Council's surveyor determined that the plan to close the pathway will be received at Council by the end of July. Letters have been prepared to notify the local community of the proposal to close the pathway. The letters will be posted.</p> <p>26/06/2020 – LB: A. Landowners have been notified of Council resolution. Resolution /19 reviews the payment period until 30/6/2023. B. Application cannot be made until plan of subdivision is to hand.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>C. Plan of subdivision to divide the pathway lengthwise cannot be done until the pathway is closed.</p> <p>D. Contracts will be drawn up as soon as closure of the pathway is registered and the plan of subdivision is ready.</p> <p>28/05/2020 – LB: Council's Finance Dept. are unable to set up a Special Rate in the rating system and they have suggested that Sundry Debtor accounts be set up with regular quarterly payments to be fully paid prior to March 2023. This will enable the sale of the land to proceed prior to 30/06/2020.</p> <p>24/04/2020 – LB: Arrangements are currently underway to set up a payment plan and a surveyor has been engaged.</p> <p>26/03/2020 – LB: All parties have been notified of the Council resolution and quotes for the survey of the pathway have been sought. This resolution is now superseded by resolution 57/20.</p> <p>02/03/2020 – LB: Purchasers were not happy with the timeline for completion set by the Council resolution and a further report has been submitted to the March Council meeting.</p> <p>20/01/2020 – LB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					Landowners were notified of Council resolution via mail but are intending to write to Council requesting more time to pay.		
347	15 August 2019	296/19	Road Closure and Creation of Road Reserve - Badja Road That Council A. Approve to formally close the Council public road that traverses lot 1 DP 124507, Lot 2 DP 1195991 and Lots 15,16 & 81 of DP 752146; B. Engage the services of a Surveyor to prepare a plan of subdivision for the creation of a road reserve over Badja Road; C. Agree to exchange the former closed road through the affected properties in compensation of the area required of the privately owned properties for the road reserve to be created over Badja Road; and D. Authorise the General Manager to execute the documents to give effect to the above	Land and Property Officer	30/06/2022 – SR: A. Partially completed, as per 'B' B. Crown Lands have requested further 14 Days, new end date of 14/07/2022, also clarification of closure with adjoining land holder will be undertaken in this time. , From this the Gazette can be completed leading to C. Land exchange to occur when 'B' is finalised. D. To date all documents requiring execution have been completed by CEO 30/05/2022 – SR: A. Partially completed, as per 'B' B. Plans have been registered with Land Registry Services. Notifications issued to neighbours adjoining road reserve, notifiable authorities and in newspaper. Feedback period closes 29/06/2022. From this the gazette notice can be completed leading to C. Land exchange to occur when 'B' is finalised. D. To date all documents requiring execution have been completed by CEO 04/05/2022 – SR: A. As Per "B" B. Plans prepared and lodged with LRS - Requisitions have been lodge, awaiting assessment and registration C. Exchange to occur once "B." has been completed.	31/03/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>D. All required documentation to date has been executed by CEO.</p> <p>01/04/2022 – SR: No further update.</p> <p>02/03/2022 – SR: Res A & B: All LRS requisition items to be addressed by Council have been completed. Surveyor conducted site visit to assist with completing LRS requisition items required to be addressed by surveyor. Res C: Exchange will occur when LRS registration is complete. Res D: All required documents to date have been executed.</p> <p>24/01/2022 – SR: No Further update, response from LRS yet to be received.</p> <p>15/12/2021 – SR: No further update, response from LRS yet to be received.</p> <p>16/11/2021 – SR: Res A & B: Survey Plans are awaiting LRS registration. Two out of three requisitions from LRS have been addressed with the surveyor. Crown Lands conducting further investigations on status of road reserve ownership, third requisition is dependent on Crown's findings. , Res C: Not actioned as A & B need to be finalised first.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Res D: All required paperwork has be executed to date.</p> <p>21/10/2021 – SR: Surveyor advised plans were lodged with LRS 30/09/2021.</p> <p>28/09/2021- SR: Followed up progress of this matter with surveyor, awaiting response.</p> <p>17/08/2021 - SR: Administration sheet signed by landholders, posted to surveyor 06/08/2021. Awaiting LRS fee for lodgement.</p> <p>02/08/2021 – SR: Subdivision Approved - Awaiting signature from one landholder. Admin sheet & plans will then be returned to Surveyor for lodgement with LRS.</p> <p>02/07/2021 - TP: No further update at this point.</p> <p>05/06/2021 – TP: Subdivision application lodged.</p> <p>05/05/2021 - TP: No further update at this point.</p> <p>31/03/2021 - TP: Administration sheet signing in progress by required parties.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>28/02/2021 TP: Review of intended timeline to be conducted due to staff resource changes.</p> <p>01/03/2021 – TP: Review of intended timeline to be conducted due to staff resource changes.</p> <p>22/01/2021 – LB: A&B Landowner has been contacted by phone to advise that Council is going to commence the road closing process in early 2021. Letters and advertising will commence in late January.</p> <p>04/12/2020 – LB: A&B. Letters to affected landowners and notifiable authorities being prepared. The road closing will effectively commence when the 28 day advertising period has ended. C. Letters to appropriate landowners include proposal to dedicate closed road in compensation for the area to be acquired.</p> <p>23/10/2020 – LB: A. Subject of resolution 296/19 B. Survey plan has been received C. Exchange will occur at the appropriate time D. Documents will be executed at the appropriate time.</p> <p>24/09/2020 – LB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>B. The plan has been received and letters regarding road closure in accordance with legislative requirements are being prepared.</p> <p>27/07/2020 – LB: A & B. Council is in receipt of a draft plan which has been checked and the surveyor has been requested to provide the final plan with Administration Sheet. When the final plan is received an application will be submitted for Subdivision Certificate.</p> <p>26/06/2020 – LB: G. Surveyor has given assurance that the plan will be sent to Council in the next two weeks. H. This will be done in consultation with landowners after plan of subdivision is received.</p> <p>28/05/2020 – LB: Contractor has been asked to forward plan and it is anticipated that it will be available very shortly.</p> <p>24/04/2020 – LB: Discussion with the contractor revealed that due to COVID-19, there would be some delay but the plan is now expected any day.</p> <p>26/03/2020 – LB: Council is waiting on survey plan before proceeding.</p> <p>02/03/2020 – LB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					Survey work is currently being carried out. 20/01/2020 – LB: Landmark Surveys have been engaged to carry out the survey and produce a plan.		
290	20 June 2019	227/19	Application to Crown Land to be appointed as Land Manager to Various Waste Management Sites That Council requests to be appointed as Land Manager of the following Reserves: A. Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot under Crown control; B. Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot under Crown control; C. Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot under Crown control; D. Berridale Transfer Station Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control; E. Berridale Landfill Lot 153 DP 756694, Reserve 47391 for Rubbish Depot under Crown control; and Request the purpose of land be changed to Urban Services for Reserves 15472 & 49491	Manager Corporate Projects	06/07/2022 – CM: All items complete. Action complete. 03/06/2022 – GH: Still waiting on Item E. 10/05/2022 - GH: All items complete except item E. 06/05/2021 – MD: No further update from Crown. 30/03/2021 – MD: No further update from Crown. 02/03/2021 – MD: E. No further update from Crown. 12/01/2021 – MT: E. No further update from Crown. 25/11/2020 – JH: E. No further update from Crown. 20/10/2020 - JH: A, B, C & D. Complete. E. No further update. 23/09/2020 - JH:	Ongoing	Y

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>A, B, C & D. Complete.</p> <p>E. NSWALC are following up on this item they referred to the Local Aboriginal Land Council (LALC) with the recommendation that the CEO of the LALC refer it to the LALC Board for consideration of claim withdrawal. NSWALC will advise of the outcome when received, they have advised that the LALC are not meeting regularly during this COVID pandemic.</p> <p>26/08/2020 -JH: A, B, C & D. Complete.</p> <p>F. NSWALC are following up on this item they referred to the Local Aboriginal Land Council (LALC) with the recommendation that the CEO of the LALC refer it to the LALC Board for consideration of claim withdrawal. NSWALC will advise of the outcome when received, they have advised that the LALC are not meeting regularly during this COVID pandemic.</p> <p>24/06/2020 – JH: A, B, C & D. Complete.</p> <p>E. This item has been referred by NSWALC to the Local Aboriginal Land Council (LALC) with the recommendation that the CEO of the LALC refer it to the LALC Board for consideration of claim withdrawal. NSWALC will advise of the outcome when received.</p> <p>28/05/2020 – JH: E: Email received from NSWALC requesting further information on this Reserve. Gazette notices were researched and supplied to NSWALC. They still require any information</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>that Council may have on the lawful use and occupation of this land and/or need for this land for an essential public purpose, as at 8 June 2010. Following up on this request with Waste Team. Spoke again to NSWALC 27/5/2020 advice they are also now discussing with LALC with regard to their interest in the land due to it not being used for many years, as such they may wish to keep the land claim active.</p> <p>30/03/2020 – JH: No further update.</p> <p>22/01/2020 – JH: E. Property officer has written to the NSW Aboriginal Land Council to see if they wish to revoke their interest as ALC 25795 is current on this reserve.</p> <p>09/01/2020 – MD: A. Confirmation has been received Council is the Land Manager of Dalgety Landfill Lot 2 DP 837128, Reserve 88070 for Rubbish Depot; B. Confirmation has been received Council is the Land Manager of Bombala Landfill Lot 123 DP 756819, Reserve 15472 for Night Soil Depot; C. Confirmation has been received Council is the Land Manager of Bombala Landfill Lot 300 DP 756819, Reserve 49491 for Night Soil Depot; D. Confirmation has been received Council is the Land Manager of Lot 178 DP 756837, Reserve 73609 for Sanitary Purpose under Crown control;</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					E. Awaiting confirmation.		
227	17 April 2019	151/19	<p>Consolidation of Reserve no. 530002 Centennial Park and Lot 6 DP 758280 Cooma Visitors Centre as one Crown Reserve for General Community Use</p> <p>That Council</p> <p>A. Request that the Crown add lot 6 DP 758280 to Reserve 530002 comprising Centennial Park and add an additional purpose of "General Community Use" to the Reserve.</p> <p>B. Relinquish Licence LI 453017 for the use of the Cooma Visitors Centre when Lot 6 DP 758280 is added to Reserve 530002.</p>	Property Officer	<p>28/06/2022 – GT: No further update.</p> <p>31/05/2022 – GT: No further update.</p> <p>02/05/2022 – GT: No further update.</p> <p>04/04/2022 – GT: No further update.</p> <p>23/02/2022 – GT: No further update.</p> <p>13/12/2021 – GT: No further update.</p> <p>15/11/2021 – GT: No further update.</p> <p>19/10/2021 – GT: No further update.</p> <p>28/09/2021 - GT: No further update.</p> <p>01/09/2021 – GT: No further update.</p> <p>05/08/2021 - GT: Update from Crown Lands - Due to the differing reserve types Crown Lands have decided the</p>	28/02/2023	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>best solution is to create a new Reserve for the Cooma Visitor Centre site, with the intention of appointing Council as Crown Land Manager (as is the case with the Centennial Park R530002). This will cancel the licence and associated fee. It will not consolidate both reserves. Currently the application is with the Minister to be assessed approved. Crown Lands are unable to provide a time-frame but will notify us once this process is complete.</p> <p>04/08/2021 – GT: Followed up with Crown Lands. Awaiting a response.</p> <p>02/07/2021 – TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>05/05/21 - TP: No further update at this point.</p> <p>31/03/2021 - TP: Further prompts to Crown Land actioned. No further update.</p> <p>28/02/2021 – TP: No further update at this point in time.</p> <p>28/02/2021 – TP: Application for possessory title lodged with NSW LRS. Further legal paperwork being formatted</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>including the Statutory Declarations of two "disinterested witness" to support Council's possessory claim.</p> <p>22/01/2021 – LB: A. Follow up phone calls to Crown Lands has confirmed that Crown Lands is still awaiting the native title assessment to be completed.</p> <p>04/12/2020 – LB: A. Crown Lands are waiting on a native title assessment to be completed internally prior to approval and gazettal.</p> <p>26/10/2020 – LB: A. A further email has been sent to Crown Lands requesting an update. B. The licence will be relinquished when Crown Lands has completed their processes.</p> <p>24/09/2020 – LB: A. An email has been sent to Crown Lands asking for an update on the progress of this matter.</p> <p>26/08/2020 – LB: A. Crown Lands has assured the Land and Property Officer that the documentation recommending the amendment to both reserves has gone before the Minister. B. The licence will be relinquished when Crown Lands has completed their processes.</p> <p>29/07/2020 – LB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>This matter needs to be signed off by the Minister and then must be advertised in the Government Gazette as a part of the process. It is anticipated that it may take some months to finalise.</p> <p>26/06/2020 – LB: Communication with NSW ALC confirmed that the claim over the Visitors Centre has been rescinded. This information will be relayed to Crown Lands with a request to expedite the matter.</p> <p>B. Crown Lands is presently preparing the documentation for transfer to Council as Crown Land Manager</p> <p>C. The licence will be relinquished in conjunction with transfer to Council Management.</p> <p>28/05/2020 – LB: Reminder was sent to Crown Lands last week. This matter will take some time to resolve at the Crown Lands level.</p> <p>24/04/2020 – LB: Crown Lands has advised that due to the COVID-19 Pandemic this process may suffer some delays.</p> <p>26/03/2020 – LB: Crown was sent a second reminder today. It is an involved process, and will take a while to review, given the current COVID-19 pandemic and the recent bushfires.</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>02/03/2020 – LB: Negotiations with the Crown are ongoing. It is likely that the Crown would prefer lot 6 to be placed under Council management & that the lease be rescinded. We are currently waiting on a reply.</p> <p>20/01/2020 – LB: This matter has been escalated at Crown Lands to achieve a decision on the way forward.</p>		
211	21 March 2019	127/19	Delegate Disadvantaged Housing That Council continue with the current arrangement of Facilities staff managing the tenants and maintenance on the properties pending community consultation, and bring a report back to Council.	Coordinator Land & Property	<p>06/07/2022 – TP: No further update at this point. NOTE: Any further report should involve integrated planning with the Housing and Social Services Committee.</p> <p>31/05/2022 – TP: No further update at this point.</p> <p>03/05/2022 – TP: No further update at this point.</p> <p>01/03/2022 – TP: No further update at this point.</p> <p>31/01/2022 – TP: SMRC continue to manage & own the properties in question. Future treatment of these land holdings as disadvantaged housing to be reviewed in the context of the broader housing & accommodation challenges being experienced across the LGA. Holistic approach required to also integrate forward planning with the recently initiated Housing and Social Services Committee.</p>	31/03/2023	N

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>01/11/2021 – TP: No further update at this point in time.</p> <p>01/10/2021 - TP: Not further update at this point</p> <p>05/09/2021 - TP: No further update. SMRC continues to manage & own the properties in question.</p> <p>04/08/2021 – TP: No further update at this point.</p> <p>02/07/2021 - TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>05/05/2021 - TP: Updated option details being sought from Southern Cross Housing to enable accurate analysis in the present housing needs environment. Council continuing to manage properties.</p> <p>31/03/2021 - TP: Consult with Community Engagement to enable concise information release after Easter period. Intended timing adjusted due to staff resource changes and competing active consultations. Council continuing to manage properties.</p> <p>28/02/2021 – TP:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Forward advice and notice the community to occur in March 2021. Profile flagging the general topic & basic elements of consideration.</p> <p>27/01/2021 – TP: No further update.</p> <p>27/11/2020 – TP: No further update.</p> <p>26/10/2020 – TP: Design of consultation mechanics pending, with input from former Facilities staff to be included.</p> <p>25/09/2020 – TP: It is anticipated that community consultation will be initiated in first quarter of 2021 calendar year.</p> <p>27/08/2020 – TP: Council continuing to manage properties. Review of the background and full context relating to this item required.</p> <p>24/07/2020 – KH: An initial handover has been conducted with a more detailed one to follow explaining what steps have been taken so far and why, and to work together moving forward on this.</p> <p>26/06/2020 – KH: There is no further update as there has been too much occurring with bushfires and COVID.</p> <p>01/06/2020 – KH:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>No further update.</p> <p>28/04/2020 – KH: No further update.</p> <p>27/03/2020 – KH: No further update.</p> <p>02/03/2020 – KH: Mail out to the community at Delegate seeking their feedback to be arranged asap to gauge thoughts.</p>		
165	21 February 2019	68/19	<p>Parking in the laneway at the rear of the Jindabyne Town Centre That Council</p> <p>A. Approve the proposal to enter into public consultation with the shopkeepers and owners in Jindabyne Town Centre regarding changes to the laneway at the rear of the shops.</p> <p>B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.</p>	Coordinator Land & Property	<p>06/07/2022 – TP: No further update at this point.</p> <p>31/05/2022 – TP: No further update at this point.</p> <p>03/05/2022 – TP: No further update at this point.</p> <p>01/03/2022 – TP: Completion of actions under this resolution will be generated by the tabling of an overarching report considering multiple issues requiring addressing in the area.</p> <p>31/01/2022 – TP: Completion of actions under this resolution will be generated by the tabling of an overarching report.</p>	31/12/2021	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>01/11/2021 – TP: No further update at this point.</p> <p>01/10/2021 – TP: Completion of actions under this resolution will be generated by the tabling of an overarching report for the precinct.</p> <p>05/09/2021 – TP: Internally developing guidance & information towards an additional report to be tabled to Council, under the overarching cover of Corporate Projects, in the near future.</p> <p>04/08/2021 – TP: Internal discussions held on the development a proposed plan & schedule of works for the broader project (which this resolution item integrates with) of Jindabyne Town Centre upgrades.</p> <p>02/07/2021 – TP: No further update at this point.</p> <p>06/06/2021 – TP: No further update at this point.</p> <p>05/05/2021 – TP: No further update at this point.</p> <p>31/03/2021 – TP: No further update at this point.</p> <p>28/02/2021 – TP:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Further advice as to SAP intentions pending. Once more integrated planning has occurred the project will be in a position to progress, in consult with Corporate Projects team.</p> <p>25/01/2021 – GH: Awaiting indication of SAP intentions for the Jindabyne Town Centre precinct.</p> <p>04/12/2020 – LB: A. This project needs to be incorporated within a range of projects currently underway in the Jindabyne town centre to ensure that a good outcome is achieved. Once more integrated planning has occurred the project will be scheduled.</p> <p>23/10/2020 – LB: A. This project has temporarily been place on hold. B. Further report will be presented to Council at the appropriate time.</p> <p>24/09/2020 – LB: A. Amended plan still to be received by Council.</p> <p>26/08/2020 – LB: A. Council has requested a minor adjustment to the concept plan. Once the concept plan is amended, it is proposed to form a Steering Committee to guide the project to completion.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>B. A report will be submitted for Council's consideration when the public consultation has taken place.</p> <p>29/07/2020 – LB:</p> <p>A. Council is in receipt of the draft survey plan and is currently waiting on the design plan. When both plans are to hand Council will undertake public consultation.</p> <p>B. Following public consultation a further report will be prepared for Council with detailed costings.</p> <p>26/06/2020 – LB:</p> <p>The Road Safety Officer advised that the surveyor has been selected and the project is progressing.</p> <p>A. Public consultation will take place when the survey and design is completed.</p> <p>28/05/2020 – LB:</p> <p>RFQ sent out to four surveyors for quotation for survey and design. This is to be funded by RMS.</p> <p>28/05/2020 – LB:</p> <p>RFQ sent out to four surveyors for quotation for survey and design. This is to be funded by RMS.</p> <p>24/04/2020 – LB:</p> <p>Specification for the tender is currently underway. Collaboration between the Special Projects Officer and the Road Safety Officer is being undertaken in view of the issues</p>		

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No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>encountered with the proposed construction of the public toilets in Jindabyne.</p> <p>26/03/2020 – LB: Tenders will be called for the survey and design work. When survey & design is completed, staff will arrange for public consultation.</p> <p>02/03/2020 – LB: Waiting on survey and design so that public consultation can be arranged.</p> <p>03/02/2020 – LB: Shopkeepers and shop owners in the Jindabyne Town Centre have been notified by letter that Council has been successful in securing grant funding for survey and design of the back lane.</p>		
74	4 October 2018	353/18	<p>Clr Castellari Notice of Motion - Rooftop Solar That Council</p> <p>A. Support the Albury City Council motion regarding legislative changes to enable the implementation of a program similar to that implemented by Darebin City Council in Victoria;</p> <p>B. Advocate for the legislative changes to local members and relevant Ministers;</p> <p>C. Carry out due diligence with a business case which includes funding options, power under current legislation that would provide solar subsidy schemes for residence and businesses within the SMRC council area; and</p> <p>D. Provide for public consultation process once the above has been carried out.</p>	Executive Assistant to Chief Executive Officer, Mayor and Councillors	<p>06/07/2022 – PB: Report to July Council meeting.</p> <p>01/06/2022 – PB: Robin Mellon addressed councillors at the 26 May Councillor Briefing Session and a report will be prepared for the June Council meeting.</p> <p>09/05/2022 – DR: Date for council report not yet reached.</p> <p>19/04/2022 – GH: Report to go to June 2022 Council Meeting</p> <p>11/03/2022 – JB: Report pushed to May 2022 Council Meeting.</p>	Ongoing	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>08/02/2022 – JB: Report pushed to the March 2022 Council Meeting.</p> <p>10/01/2022 – JB: Report scheduled for March 2022 Council meeting.</p> <p>03/11/2021 – PB: Further information being sought - to be presented to the new Council in early 2022.</p> <p>30/09/2021 PB: Council was provided with a briefing on the opportunity of Environmental Upgrade Finance, and considered a report at its September meeting.</p> <p>09/08/2021 – GH: Nil update received.</p> <p>28/04/2021 - JB: Nil update received.</p> <p>06/04/2021 - JB: Nil update received.</p> <p>06/04/2021 – JB: Nil update received.</p> <p>03/03/2021 – PB: Nil update received.</p> <p>28/01/2021 – JB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>The CEO requested an update from LGNSW regarding to their advocacy of behalf of the local government sector (as per resolution 100 Solar Buy Back - from the 2018 LGNSW Conference).</p> <p>Following is their update:</p> <p>LGNSW advocated for changes to legislation, including the Local Government Act, to provide incentives and mechanisms for households to adopt renewable energy systems through:</p> <ul style="list-style-type: none"> • Writing to the (then) Minister for the Environment and Minister for Local Government, Gabrielle Upton • Follow up letter with Minister for the Environment, Matt Kean and Minister for Local Government, Shelley Hancock (see attached) • Submission to Treasury Laws Amendment (Improving the Energy Efficiency of Rental Properties) Bill 2018 (Federal) • Input to the Department of Planning, Industry & Environment project to identify how NSW councils could be further supported to reduce emissions (report not public). <p>While a response was not received from the Minister for the Environment and Minister for Local Government, Gabrielle Upton from the 2018 conference letter, a response was received from Minister Upton the previous year on the same policy matter. The response noted the State Government's actions to improve energy</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>efficiency, however did not address the request to amend the Local Government Act.</p> <p>LGNSW continued to advocate to the NSW Government but has not yet received a response from Minister Kean or Hancock.</p> <p>Unfortunately the Federal Treasury Laws Amendment (Improving the Energy Efficiency of Rental Properties) Bill 2018 has since lapsed. However the second reading speech notes elements of LGNSW's submission regarding split incentives, indicating that there is support for this kind of measure at the federal sphere of government.</p> <p>The LGNSW Policy Platform has also been updated to support new and fairer financing opportunities for local government including for fees and charges, a range of funding mechanisms to allow councils to build climate resilience in their communities, and enabling the update of zero and low carbon technologies through appropriate investment, concessions and legislation (see Finance Position Statement and Climate Change Position Statement). LGNSW will continue to advocate on this matter and others matters of importance to our members and especially those arising from annual conference resolutions.</p> <p>26/11/2020 – JT: Investigation underway for further information.</p> <p>23/10/2020 – JT:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>No further update.</p> <p>28/09/2020 – JT: No further update.</p> <p>03/08/2020 – JT: No further update</p> <p>29/06/2020 – SC: A. Motion supported at LGNSW Annual Conference. B. Raised in conversation with Local Member and LGNSW. C & D. No action.</p> <p>29/05/2020 – SC: No further update.</p> <p>29/04/2020 – SC: No further update.</p> <p>04/03/2020 – SC: No further update.</p> <p>06/02/2020 – SC: No further update.</p> <p>03/12/2019 – SC: B. The CEO requested an update from LGNSW in regarding to their advocacy of behalf of the local government sector (as per resolution 100 Solar Buy Back - from the 2018 LGNSW Conference). LGNSW has made representations to the previous Minister for the Environment and</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					Minister for Local Government prior to the latest cabinet reshuffle. The matter was also raised in LGNSW's submission to the Senate Standing Committee on Environment and Communications Inquiry into Treasury Laws Amendment (Improving the Energy Efficiency of Rental Properties) Bill 2108. Further to this, LGNSW also raised this matter at their liaison meeting with the Office of Environment and Heritage and will continue to advocate on the issue as opportunities arise.		
20	07 May 2018	162/18	Proposal to Realign the Barry Way Jindabyne and to Address Issues with the Intersections of Barry Way with Eagle View Lane and Bungarra Lane 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. Approve the proposal to apply to the Crown to transfer those sections of The Barry Way which are Crown reserve road to Council. 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. D. To engage the services of a surveyor to identify those sections of the Barry Way	Land and Property Officer	30/06/2022 – SR: No further update. 30/05/2022 – SR: No further update. 04/05/2022 – SR: No further update. 01/04/2022 – SR: No further update. 02/03/2022 – SR: Resolution C: Site inspection undertaken. Agreement reached with both parties. Resolution G: Funding source to be further investigated. Resolution A, B, D, E, F: No further updates. 24/01/2022 – SR:	31/08/2022	N

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>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>		<p>Resolution C: Site inspection successful, reached agreeance with Barry party, awaiting response from Stevens Party.</p> <p>Resolution G: Funding source to be investigated further.</p> <p>Resolution A, B, D, E, F: No further updates.</p> <p>15/12/2021 – SR: Site Meeting Scheduled For 16/12/2021.</p> <p>25/11/2021 – SR: 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>28/09/2021 - SR: Awaiting response from Eagleview Lane landholder addressing negotiated terms of land transfer (fencing request).</p> <p>07/09/2021 - SR: 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>04/08/2021 – TP: Action reassigned.</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>06/06/2021 –TP: No Further update at this point.</p> <p>05/05/2021 - TP: No further update at this point.</p> <p>31/03/2021 – TP: No further update at this point.</p> <p>01/03/2021 – TP: A&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>22/01/2021 – LB: A&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>04/12/2020 – LB: A&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</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>quote has been sought from Public Works Advisory to carry out the compulsory acquisition of Crown land on Cobbon Hill.</p> <p>03/11/2020 – LB: A&B Surveyor has provided necessary information which has now been provided to the land owner. Provision of this information will now allow action C to be completed.</p> <p>24/09/2020 – LB: A&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.</p> <p>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.</p> <p>D. This project has been divided into sections so that the surveyor completes the survey work as Council is ready to address each section.</p> <p>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.</p> <p>26/08/2020 – LB:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>A&B Surveyor has notified Council that due to workload this plan may take a little longer.</p> <p>C Landowner has been notified that there is a delay involved in obtaining the information that they have requested.</p> <p>E-G Ongoing.</p> <p>29/07/2020 – LB: A & B Surveyor has been requested to provide the plan for the second section which will involve Eagle View Lane.</p> <p>C. Landowners have been notified that Council is waiting on plan.</p> <p>E-G. Ongoing.</p> <p>26/06/2020 – LB: The draft plan may be expected. The landowner is waiting on this information before proceeding.</p> <p>A. Survey is being done in sections</p> <p>B. Request for sections of Crown road to be transferred to Council will be carried out at the end of the project.</p> <p>C. Negotiations with landowners are ongoing.</p> <p>D. See A. above.</p> <p>E. Acquisition will be carried out as necessary when the plan for individual sections is finalised.</p> <p>F-G Ongoing.</p> <p>28/05/2020 – LB: 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</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>sent to Council within the next week. This plan will then be sent to the landowner.</p> <p>24/04/2020 – LB: 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.</p> <p>26/03/2020 – LB: 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.</p> <p>02/03/2020 – LB: The Land and Property Officer met with the landowner and he said he will respond after consultation with his wife.</p> <p>20/01/2020 – LB: Waiting on response from landowner on Eagle View Road. He resides in Tasmania.</p>		
16	05 April 2018	118/18	Proposed Road Closure & Sale of old Lions Park at Bombala That Council;	Land & Property Officer	30/06/2022 – SR: Road closure complete, review of suitability of original resolution to be undertaken.	30/06/2021	N

SMRC Resolution Action Sheet – In Progress							
No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
			<p>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;</p> <p>B. Engage the services of a land surveyor to provide a plan for the boundary adjustment;</p> <p>C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property;</p> <p>D. Readvertise the property on the open market for auction with an appropriate reserve; and</p> <p>E. Make the Report public once the matter is settled.</p>		<p>30/05/2022 – SR: No further update.</p> <p>04/05/2022 – SR: A. Complete B. Complete C. Boundary Adjustment Complete D. Pre sale assessment to be completed May 2022 E. Awaiting full completion of A-E</p> <p>01/04/2022 – SR: No further update.</p> <p>02/03/2022 – SR: No further update.</p> <p>24/01/2022 – SR: Resolution A & B; Completed. Resolution C: Completed. Resolution D & E: Resolution A & B now complete. Process of sale will be initiated in a timely manner.</p> <p>15/12/2021 – SR: Resolution A & B; Surveyor advised plans have been registered with LRS, awaiting title advice from solicitor. Resolution C: Completed. Resolution D & E: Dependant on Resolution A being completed.</p> <p>12/11/2021 – SR:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Resolution A; All requisitions from LRS have been resolved, final plans for road closure are awaiting LRS registration.</p> <p>Resolution B; Surveyor will advise when plans have been registered.</p> <p>Resolution C; Boundary adjustment paperwork complete, sale of property is dependent on Res A being completed.</p> <p>Resolution D & E; dependent on Res A being completed.</p> <p>28/09/2021 - SR: 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.</p> <p>01/09/2021 - GT: No further update.</p> <p>04/08/2021 – TP: Action reassigned - Property Officer now has general carriage of item.</p> <p>05/05/2021 – TP: Target date changed from 30 September 2018 to 30 June 2021 - To reflect current timeline.</p> <p>23/03/2021 – JH: No further update on this item due to waiting for reply from LRS.</p> <p>24/02/2021 - JH:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>Target date now 30 June 2021, Waiting for return of lodged documents from LRS.</p> <p>12/01/2021 - JH: No further update.</p> <p>27/11/2020 – JH: 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.</p> <p>20/10/2020 - JH: 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.</p> <p>23/09/2020 - JH: 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.</p> <p>26/08/2020 - JH:</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>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</p> <p>22/07/2020 – JH: 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.</p> <p>24/06/2020 – JH: E. Finalised. F. Finalised. C D and E: Still waiting finalised consolidation plans from surveyor for this item to be completed. Have sent numerous email requests to Surveyor.</p> <p>28/05/2020 – JH: 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.</p> <p>27/04/2020 - JH: Email sent to Surveyor requesting a definite date for plan to be registered. Surveyor advised he</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>would review the current draft of this consolidation plan this week and submit for Registration.</p> <p>26/03/2020 - JH: Followed up with Surveyor and was advised this item is going to be delayed due to the large scale workload he has in place.</p> <p>27/02/2020 - JH: Followed up with Surveyor and was advised this item is going to be delayed due to the large scale workload he has in place.</p> <p>15/01/2020 - JH: The Surveyor has advised that he is hoping to have the consolidation plan ready for the end of January 2020.</p> <p>05/10/2018 – JH: Letters have been sent to adjoining landowners with notification of the proposed closure and notification letters to the authorities are being prepared. The advertisement has been placed in the Monaro Post for 11 October and 25 October. The 28 day period for submissions ends on 8 November. Submissions will be reviewed and the correct process followed.</p> <p>03/10/2018 – LB: Notifications sent out to commence road closing.</p> <p>27/08/2018 – LB: Plan has been received. There are issues with a</p>		

SMRC Resolution Action Sheet – In Progress

No.	Meeting Date	Res. No	Action	R/Officer	Progress	Estimated Comp Date	Comp Y/N
					<p>previous resumption which has not been registered on title. When these issues are sorted out and the notification period for road closing has expired, and the resumption issues have been resolved then the plan will be registered and the land will be listed for sale.</p> <p>02/08/2018 – LB: Spoke to surveyor this week and he has promised to get the plan to me within the week.</p> <p>23/05/2018 – LB: Waiting on plan.</p> <p>23/04/2018 – LB: Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available., 14/5 - Waiting on plan.</p>		

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11.1 ACCOUNTING TREATMENT OF RURAL FIRE SERVICE ('RED FLEET') ASSETS

Record No: 122/461

RECOMMENDATION

That

- A. Council writes to the local State Member Nichole Overall MP, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:
- (a) Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets;
 - (b) Advising of the impact of the Government's position on Council finances of this accounting treatment;
 - (c) Informing that Council will not carry out RFS assets stocktakes on behalf of the NSW Government and will not record RFS assets in Snowy Monaro Regional Council's financial statements;
 - (d) Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is under the control of and the property of the RFS; and
 - (e) Amending s119 of the *Rural Fires Act 1997* so that the effect is to make it clear that RFS assets are not the property of councils.
- B. Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:
- (a) Advising Members of Snowy Monaro Regional Council's position, including providing copies of correspondence to NSW Government Ministers; and
 - (b) Seeking Members' commitments to support NSW Councils' call to amend the *Rural Fires Act 1997* as set out in correspondence.
- C. Council writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not carry out RFS stocktakes on behalf of the NSW Government and will not record RFS assets in Snowy Monaro Regional Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for councils to determine whether or not they record the RFS assets as council assets.
- D. Council promotes these messages via its digital and social media channels and via its networks.

- E. Re-affirms its complete support of and commitment to local RFS brigades noting that Snowy Monaro Regional Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.
- F. Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets.

REPORT

I am calling on Councillors to support the Local Government campaign on the financial accounting treatment of Rural Fire Service (RFS) mobile assets known as the 'Red Fleet'.

A long-standing dispute over the accounting treatment of the Red Fleet has come to a head with the Auditor-General's 2021 Report on Local Government on 22 June 2022. The Audit Report reemphasises the State Government determination that RFS assets are the "property" of councils and must be recorded in Council's financial statements with Council required to therefore absorb all depreciation costs.

The *Audit Office Local Government Report* has reinforced the notion that RFS mobile and other fire-fighting assets can somehow be deemed to be Council assets and applies more pressure on Councils and the Office of Local Government (OLG) to conform with this determination, even though Councils do not have effective management or control of these assets.

Councils across the State and Local Government NSW (LGNSW) refute this determination. Councils do not have any say in the acquisition, deployment, or disposal of these assets. Comparable assets held by Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES) are not vested anywhere other than with the organisations that purchase, use, maintain and dispose of them.

Councils and LGNSW have also raised concerns that the requirement breaches Australian Accounting Standards. The State Government's own *Local Government Accounting Code of Accounting Practice and Financial Reporting* provides for councils to determine whether to record RFS assets on their books as council assets. This position has been confirmed by the Secretary of the Department of Planning and Environment in his letter to the Auditor-General dated 7 June 2022, presented in Appendix1 on page 47 of the 2021 Local Government Audit Report.

Council notes advice from LGNSW that many councils are refusing to comply with the Auditor General's instructions. Councils remained firm in 2021, resisting pressure to record RFS assets with the majority (68), choosing not to record the RFS mobile assets in accordance with the *Local Government Accounting Code*. This was the same number of councils as in 2020. LGNSW is encouraging councils to continue resisting pressure from the Audit Office and make their own determinations notwithstanding overtures that ongoing non-compliance with the Auditor General's instructions may result in future qualified financial reports.

The latest Audit Report has made further impositions on (Council) by:

11.1 ACCOUNTING TREATMENT OF RURAL FIRE SERVICE ('RED FLEET') ASSETS

- recommending Council undertakes a stocktake of RFS assets and records the value in Council's financial statements;
- warning that if Council does not recognise the assets, it will be found non-compliant and will have a high risk finding reported; and
- calling on the NSW Department of Planning and Environment (OLG) to intervene where councils do not recognise rural firefighting equipment.

The Government's blanket determination is not only nonsensical, but also inconsistent with the treatment of the comparable assets of other emergency service agencies such as Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES). There is no rational reason for maintaining this anomaly.

LGNSW has been advocating this position on councils' behalf and has written to the NSW Treasurer the Hon. Matt Kean MP, Minister for Emergency Services, the Hon. Steph Cooke MP, Minister for Local Government the Hon. Wendy Tuckerman MP and the Auditor-General, Ms Margaret Crawford to express the local government sector's strong objection to the NSW Government's determination, applied by the Auditor-General, that RFS assets are the property of councils for accounting purposes and amend the *Rural Fires Act 1997*.

LGNSW has advised it will continue its advocacy efforts on councils' behalf and is asking all affected councils in NSW to consider adopting a resolution advising the Audit Office that Council will not carry out the RFS stocktakes on behalf of the NSW Government and will not record RFS assets on Council's financial statements.

ATTACHMENTS

Nil

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12.1 ANSWERS TO QUESTIONS WITH NOTICE

Record No: I22/421

OFFICER'S RECOMMENDATION

That Council receive the answers to questions with notice for the period ending June 2022.

ISSUES

This is an information only report.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Reputation and Image	Low	Low	Yes

There is limited risk in the provision of the information.

FINANCIAL IMPACTS

This is an information only report.

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

This is an information only report.

IMPLEMENTATION PLANS

This is an information only report.

EXISTING POLICY/DECISIONS

Under clause 3.13 of Code of Meeting Practice a councillor may, by way of a notice ask a question for response by the Chief Executive Officer about the performance or operations of the Council.

BACKGROUND

In order to provide Councillors with updates on questions asked by Councillors, a report has been generated with a summary of questions that are current and have recently been completed, for the period ending June 2022.

ATTACHMENTS

1. Updates to July Meeting - In Progress Questions up to end of June 2022

SMRC Councillor Questions – In Progress

No.	Date rec'd	Item No.	Question/Request	Responsible Officer	Response	Compl Y/N
247	3 June 2021	N/A	<p>Roads No Longer Maintained by SMRC</p> <p>Councillor Chris Hanna</p> <p>Please provide information on the number of roads and/or streets that are no longer being maintained by this Council since the amalgamation in 2016.</p> <p>In particular please advise:</p> <ul style="list-style-type: none"> the street / road names and location in the LGA whether sealed or unsealed approx. number of kms (with breakdown of sealed / unsealed) 	Manager Infrastructure	<p>11/07/2022 – JM:</p> <p>Further investigation is required before a final answer is provided to the Councillors. This investigation will include querying long-term maintenance staff and other necessary methods to provide an accurate response. What is clear however is that the current situation in terms of the lack of ongoing maintenance of crown roads (outside of the current maintenance being undertaken under the disaster recovery funding arrangement) is unacceptable. At a minimum, it is likely that a future report will come to Council recommending that Council resolve to approach the NSW government to explore a workable solution for Crown road maintenance.</p>	N
246	18 November 2021	12.4	<p>Bunyan Gravel Pit</p> <p>Councillor John Castellari</p> <p>Question: I received an email from some rate payers which raises the question of the cost of the SMRC's proposed expansion of the Bunyan Gravel Pit. The Regional Planning Panel has finalised the DA's consent conditions and there are a large number of requirements that must be met.</p> <p>The lifetime costs of operating and rehabilitating this gravel pit could be quite large and as councillors we have a duty to</p>	Manager Infrastructure	<p>07/07/2022 – ZC:</p> <p>Letter received from community with concerns about expanding operations. Response is currently being drafted.</p> <p>07/06/2022 – JM:</p> <p>Site visit scheduled for 15 June.</p> <p>31/03/2022 – JM:</p> <p>No further update</p> <p>25/02/2022 – GS:</p> <p>No further update for February.</p>	N

SMRC Councillor Questions – In Progress

			<p>make sure that any projects we undertake are financially sound. In the DA the costs were nominated as \$10,000 when over the lifetime of the project they could be significantly higher. In addition the potential of the DA to undermine a grove of ribbon gums, a threatened species, is a very bad look for our Council when unnecessary land clearing is linked to climate change.</p> <p>Has the Council undertaken a full cost benefit analysis of this project and compared this with the best alternatives? If so can this be tabled in the next Council meeting? If not when can this be done and tabled?</p> <p>What are the total costs of running the gravel pit over its 20 year life including:</p> <ul style="list-style-type: none"> ☐ the purchase or lease of the land from the Crown, ☐ modifications of the Monaro Highway entrance, ☐ costs of staff and contractors, ☐ plant and machinery costs, ☐ fuel, consumables and other operating costs, ☐ any water costs for dust mitigation, environmental 		<p>04/02/2022 – GS</p> <p>Response still being prepared to enable future report to Council.</p>	
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SMRC Councillor Questions – In Progress

			<p>offset, buffer, bund and rehabilitation plantings,</p> <p>☐ planting visual buffers,</p> <p>☐ construction and planting of earth bunds,</p> <p>☐ planting, maintenance and monitoring of offset areas, and</p> <p>☐ progressive rehabilitation of the quarried areas including the purchase of any required topsoil.</p> <p>☐ a comparison of the costs of the best alternatives such as (a) a quarry on degraded land which would not require expensive woodland revegetation, nor offsets, or (b) the purchase of gravel from a commercial operator who could store bulk amounts on the site of the existing gravel pit</p>			
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13. CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the Local Government Act, 1993 (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

13.1 Legal Actions and Potential Claims Against SMRC as at 30 June 2022

Item 13.1 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.2 CEO's Annual Review

Item 13.2 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.
3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.
4. That the resolutions made by the Council in Closed Session be recorded in the Minutes of the Council Meeting.
5. That upon this recommendation being moved and seconded, the Chairperson invite

representations from the public as to whether this part of the meeting should be closed to consider the nominated item.
