



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

**Ordinary Council Meeting
15 June 2023**

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 BOMBALA COMMUNITY CENTRE, 163 MAYBE STREET, BOMBALA
NSW 2632**

**ON THURSDAY 15 JUNE 2023
COMMENCING AT 1:00PM**

BUSINESS PAPER

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3.	COUNCILLOR REQUEST FOR ATTENDANCE VIA AUDIO-VISUAL	
4.	APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS	
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	(Declarations also to be made prior to discussions on each item)	
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	<i>Item 14.1 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>	

**8.1 DEVELOPMENT APPLICATION 10.2022.150.1 - ADDITION OF A 75 PERMANENT SITE
CARAVAN PARK TO EXISTING HOTEL**

Record No: 123/253

Applicant Number:	10.2022.150.1
Applicant:	Jindabyne Equestrian Centre Pty Ltd
Owner:	Prism Enterprises Pty Ltd
DA Registered:	28/04/2022
Property Description:	2 Hilltop Road HILL TOP NSW 2628 Lot 8 DP 1245126
Zone:	RU1 - Primary Production
Current Use:	Rural Tourist Facility
Proposed Use:	Caravan Park
Permitted in Zone:	Yes
Recommendation:	Refusal

RECOMMENDATION

That Council, pursuant to section 4.16(1)(b) of the *Environmental Planning and Assessment Act 1979 (as amended)* **refuse** DA 10.2022.150.1 for the use of the site as a caravan park on Lot 8 DP 1245126 2 Hilltop Road HILL TOP NSW 2628 for the following reasons:

1. Information provided is insufficient to satisfy the standards of Clause 7.9 (Essential services) of the Snowy River Local Environmental Plan 2013.
2. Information provided is insufficient to adequately satisfy the development standards relating to access and effluent disposal in the Snowy River DCP 2013. This includes non-C3.1-5 Adequacy of Access (a) & (d) and C9.3-1 General Controls (a).

BACKGROUND

This purpose of this application is to seek approval for the addition of 75 permanent caravan park sites – in addition to an existing rural tourist facility and accommodation on Lot 8 DP1245126, 2 Hilltop Road Hill Top.

The development is proposed to be used to accommodate seasonal workers and tourists. It is proposed that the additional permanent sites will utilise the existing infrastructure at the JER. Access for the development is proposed via the existing driveway into the JER from Hilltop Road.

The application was notified to adjoining owners and publically advertised for a period of 14 days and the application received 18 submissions. Additional time was provided for submissions to be

received when requested and a number of submitters sought to add to their original submissions given the additional time. The submissions raised concerns with the scale of the development and the resultant impacts it would have on surrounding properties. The submissions have been attached to the report and are summarised into issues below with accompanying officer consideration.

It is recommended that the application be refused due to **information provided is insufficient** to satisfy the provisions of the Snowy River Local Environmental Plan 2013 and subject to Statement of Reasons attached.

BACKGROUND

1.0 SITE DESCRIPTION & SITE HISTORY

The subject site is located north east of Jindabyne township between Jindabyne and Berridale. The site is currently approved for use as a Rural Tourist Recreation Facility – the Jindabyne Equestrian Resort. The surrounding land uses are a mixture of rural residential Lots and larger rural lifestyle and farming land.



Figure 1– The subject site in relation to the larger surrounding area.



Figure 2 – Subject site (Lot 8 DP1245126, 2 Hilltop Road)



Figure 3 – Land zoning of the subject site and surrounding properties

Previous Relevant Development History

DA4007/2020	Temporary use of land - Caravan Sites and Storage of Caravans (52 days)
DA4023/2018	Snowy Christmas Fair - Sunday 10 December 2017
DA100/2010	Temporary Use – Southern Rodeo Final
DA130/2006	Temporary Use of land - Rodeo
DA209/2003	Advertising signage
DA126/2000	Equestrian Centre (Stage 1) – Arena building, managers residence, fifty five (55) accommodation beds, café, water and effluent disposal facilities and associated horse riding facilities.
DA140/2000	<p>Stages 2 & 3 Equestrian Centre</p> <p>Stage 2 (accommodation buildings) is to comprise</p> <ul style="list-style-type: none"> • The construction of a ‘facility and bunk room building for children and minors’ • The construction of 3x three bedroom free standing units the construction of 2 x two bedroom free standing units designed to accommodate persons with disabilities. <p>Stage 3 is to comprise:</p> <ul style="list-style-type: none"> • The construction of a second stable building (additional 20 stables and associate storage areas)
10.2021.148.1	Temporary Campground And Caravan Park Ancillary To Existing Tourist Facility

2.0 PROPOSED DEVELOPMENT IN DETAIL

The proposal is for the addition of 75 **permanent** Caravan Park sites - ancillary to existing accommodation. The development is proposed to be used for seasonal workers and/or by tourists. The additional camping and caravan sites are to be situated on the existing Jindabyne Equestrian Resort (JER) property utilising existing infrastructure.

Each site will have a maximum of 6 persons and the entire camping facilities will be capped at 97 people (ie not all 75 sites could hold the maximum of 6 persons) during winter while other existing accommodation is at maximum occupancy.

The land proposed to be utilized for the proposed sites are located on Lot 8 DP1245126 (the land which is currently developed as the JER) and an adjoining vacant property Lot 12 DP 1245126. The plan below was provided by the applicant and has been annotated by the assessing officer to illustrate the number of sites proposed by the applicant on the plans provided.

The application included areas listed as 1 -9. The plan below and its associated table show the number of individual sites within each area (referred to as a ‘site’ in the documentation) identified by the applicant.

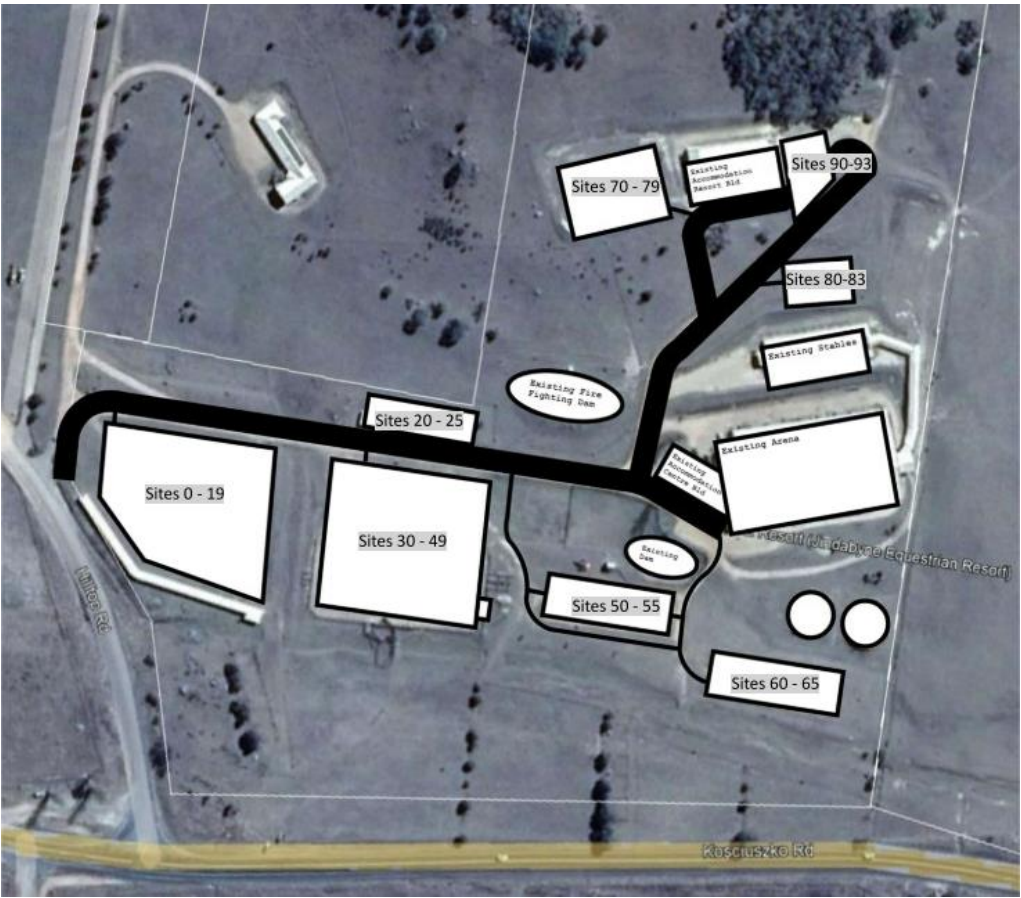


Figure 4– Location of Camp Sites as proposed by the applicant

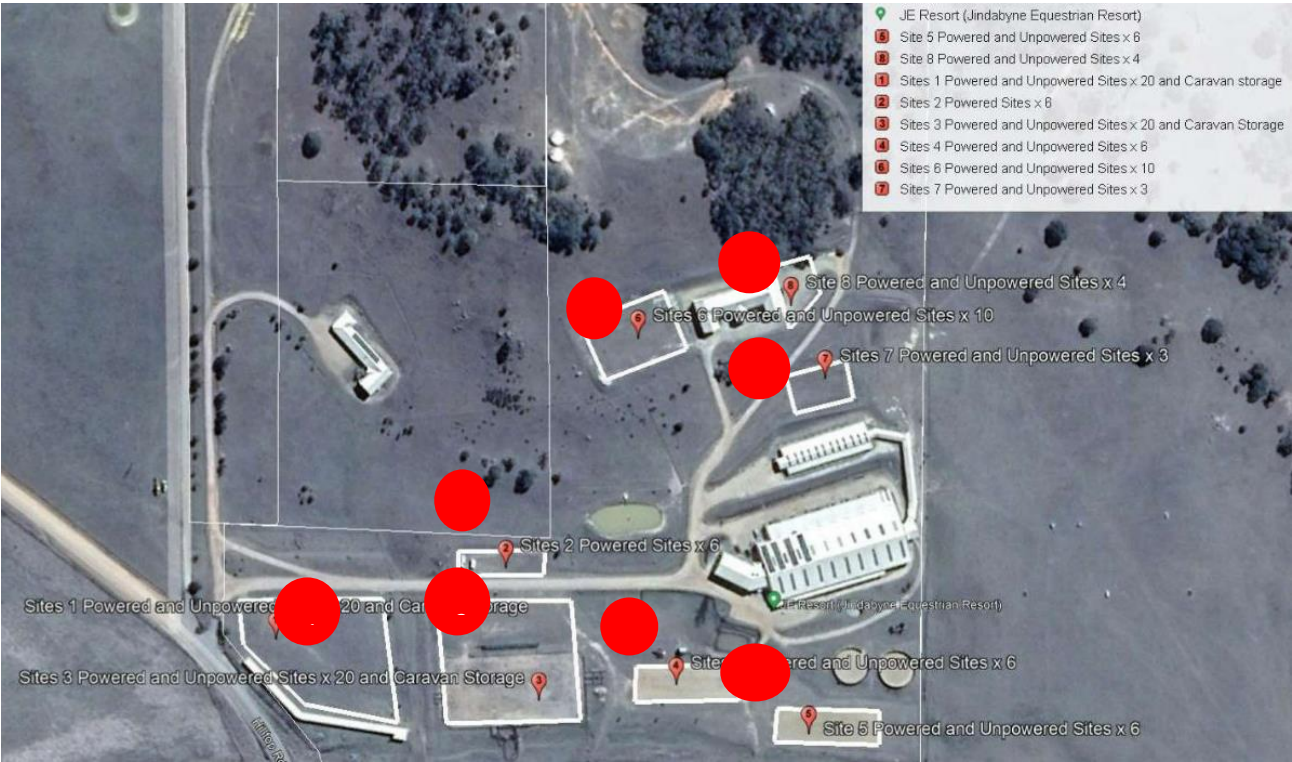


Figure 5 - Proposed number of campsites by location (image)

Site number	Number of caravan/camping sites proposed
1	20
2	6
3	20
4	6
5	6
6	10
7	3
8	4
Total number of sites proposed	75

Figure 6 - Proposed number of campsites by location (Table)

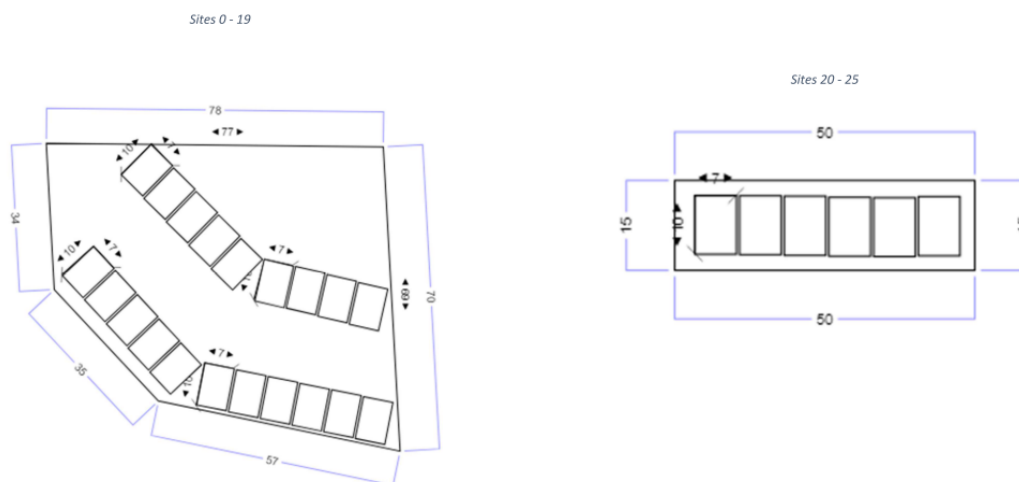


Figure 7 – Layout of sites 0-19 and 20-25

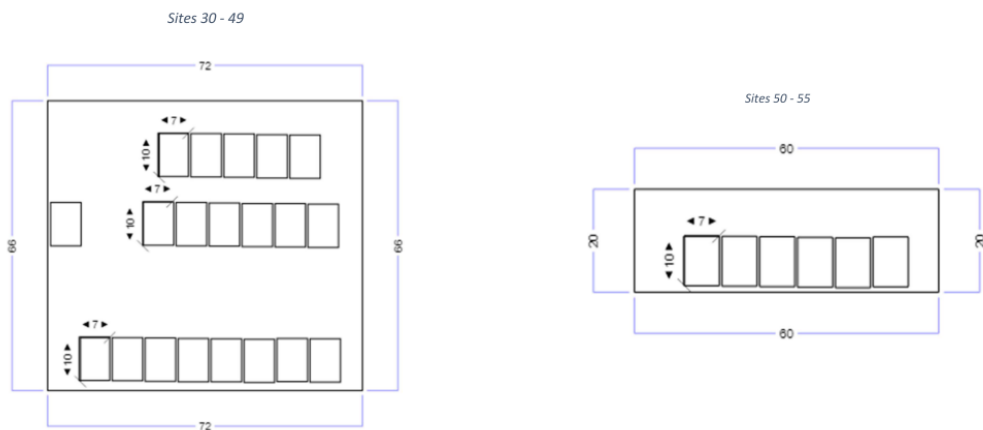


Figure 8 – Layout of sites 30-49 and 50-55

8.1 DEVELOPMENT APPLICATION 10.2022.150.1 - ADDITION OF A 75 PERMANENT SITE CARAVAN PARK TO EXISTING HOTEL

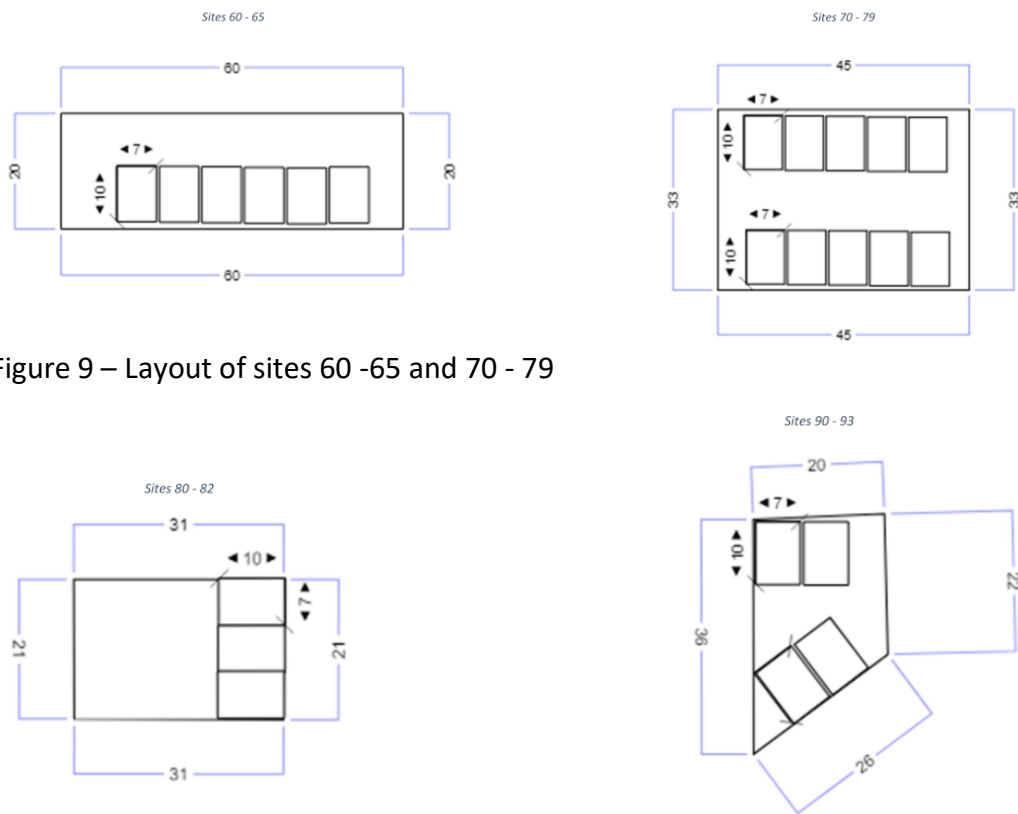


Figure 9 – Layout of sites 60 -65 and 70 - 79

Figure 10 - Layout of sites 80 - 82 and 90-93

Access to the site is proposed to be via the existing access to the JER from Hilltop Road. Hilltop Road from the intersection with the Kosciuszko Road to the driveway of the JER is bitumen sealed. No access is proposed or can be established from Iron Pot Creek Road as this is private right of carriageway of which the subject site is not benefited.

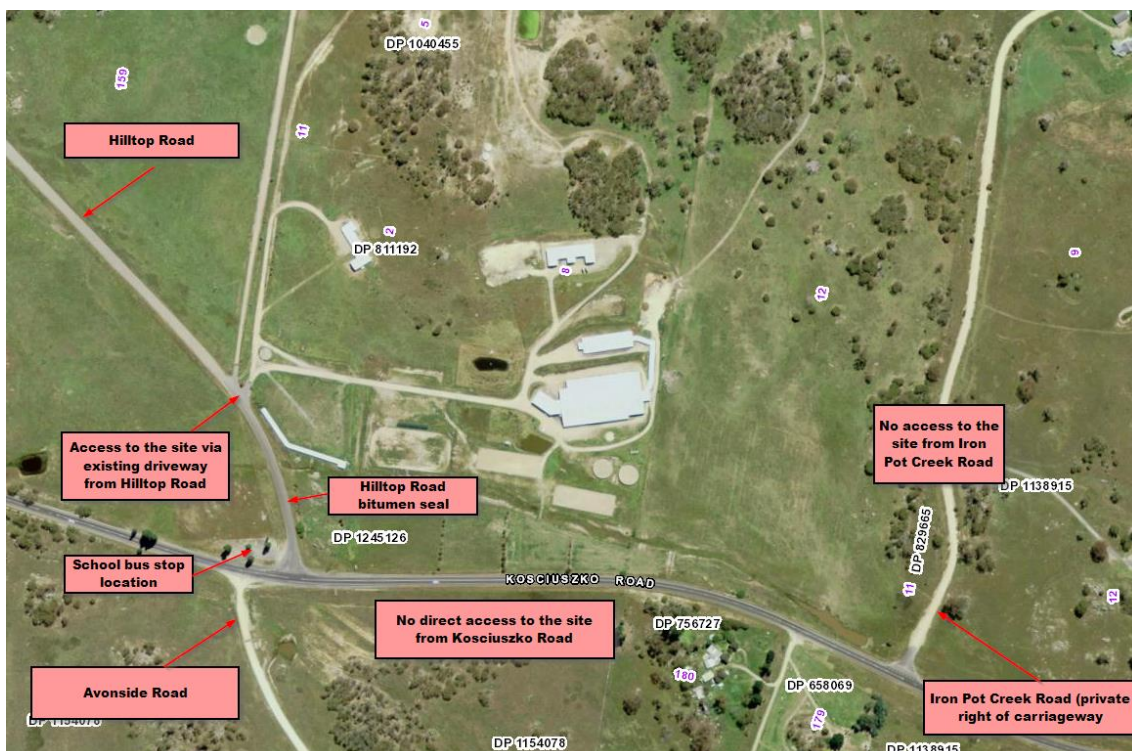


Figure 11 - Access

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 deemed to be Integrated Development under Section 4.46 of the Environmental Planning and Assessment Act 1979.

EXTERNAL REFERRALS

The development application was referred to the following external government agencies for comment/consideration:

State or Federal Agency	Comments
Transport for NSW	TfNSW does not have a statutory role under Section 2.118 of the new infrastructure SEPP as Council is the roads authority in this instance(except in the case of freeways/motorways or where we exercise our power to become the roads authority under s64 of the Roads Act). As part of the assessment the application was referred to TfNSW under the Roads Act Section 138 (non-integrated) however the application was rejected due to insufficient information.
NSW RFS	Response received, no objection to the development subject to conditions provided.
Essential Energy	Response received, no objection to the development subject to conditions provided.
Water NSW & Natural Resources Access Regulator	The application was referred to Water NSW & Natural Resources Access Regulator and after 10 month no response has been provided. These are not integrated referral and are for comment only and as such the application can be determined without a response.

INTERNAL REFERRALS

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

Section	Comments
Environmental Health Officer	The Environmental Health Officer provided comments regarding the requirements under S68 of the Local Government Act for Caravan parks, camping grounds and moveable dwellings and the compliance of the proposed development. Areas covered included land & site requirements,

	<p>setbacks, roads, utilities, shower and toilet facilities and laundry facilities.</p> <p>The comments were provided to the applicant and no further details were provided.</p>
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ADDITIONAL INFORMATION REQUESTED

Confirmation that the intention is for all 75 sites to be available for use all year round.	A response was received confirming all year round operation.
Traffic Impact Assessment - A traffic study is required to be carried out from Kosciuszko Road and the Hilltop Road/Avonside Road intersection to the existing entry to the subject site to establish traffic volumes.	Report was not provided.
Site and Soil Assessment - capacity of the existing onsite sewerage management facility and its ability to service the demand created by the proposed development.	Report was not provided.
Estimated Cost of Works	<p>Additional information was requested in relation to the estimated cost works. The applicant advised that the majority of the required works were carried out for the operation of the temporary caravan park previously approved.</p> <p>Information regarding the requirement for an intersection upgrade and/or an upgrade to the onsite sewage management system has not been provided and as such these works have not been included in the estimate.</p>

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 use is in keeping with the existing approved use of the property as a tourist development which includes accommodation. The large arena building is not utilised for events throughout the winter season. As such it would not be considered that there would be conflicts with the proposed temporary camping ground/caravan park and the existing use of the property. The toilet and shower facilities in the existing arena building and the stables building are proposed to be utilised for the temporary use and as such there is no requirement for additional temporary facilities to be provided. The site is a large property enabling it to accommodate the number of camp sites proposed. It has direct access from a public road which was required to be upgraded as part of the development of the existing use on site. Whilst visible from the Kosciuszko Road the camp sites are proposed to be spread across the site in various clusters in an around the existing buildings.

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):

State Environmental Planning Policy - State Environmental Planning Policy (Resilience and Hazards) 2021

Clause 4.6 of State Environmental Planning Policy State Environmental Planning Policy (Resilience and Hazards) 2021 applies to the proposed development and states that the consent authority must not consent to development on the land unless it has considered if the land is contaminated, and if so, can be made suitable for the proposed development.

The definition of contaminated land is:

***contaminated land** means land in, on or under which any substance is present at a concentration above the concentration at which the substance is normally present in, on or under (respectively) land in the same locality, being a presence that presents a risk of harm to human health or any other aspect of the environment.*

The subject land is not used for the production of commercial fertilizer, does not have a livestock dip or spray race where chemicals are used and given the nature of the Equestrian centre is periodical and does not house animals permanently it is reasonable to conclude that the impact is not greater than a private land owner with multiple horses.

The subject land is not identified as contaminated land on Council's contaminated land register and the existing land use does not trigger the land to be considered as contaminated. Therefore, it is considered that the land is suitable for the proposed development.

State Environmental Planning Policy (Housing) 2021 ("the SEPP")

Under the provision of the SEPP a **caravan park** is defined as:

land (including a camping ground) on which caravans (or caravans and other moveable dwellings) are, or are to be, installed or placed.

The development complies with the definition of a caravan park under the SEPP.

131 Development consent required for caravan parks

(1) Development for the purposes of a caravan park may be carried out only with the development consent of the Council.

(2) Before granting development consent to the use of land for the purposes of a caravan park, a Council must determine—

(a) the number of sites (if any) within that land that the Council considers are suitable for long-term residence, within the meaning of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993, and

(b) the number of sites (if any) within that land that the Council considers are not suitable for long-term residence, but are suitable for short-term residence, within the meaning of that Regulation.

(3) A Council must not grant development consent to the use of land for the purposes of a caravan park unless it imposes as a condition of that consent a condition specifying the maximum number of sites (if any) within that land that may be used for long-term residence.

(4) The holder of an approval under Part 1 of Chapter 7 of the [Local Government Act 1993](#) to operate a caravan park or camping ground on land must not, without the development consent of the Council, allow a person to occupy a site within that land—

(a) for a continuous period of more than 3 months, except as provided by paragraph (b), or

(b) for a continuous period longer than the period (if any) for which the person is allowed to be accommodated within the land by an extension that has been granted under clause 19 (6) of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993, if such a use of that site was not lawful under the [Environmental Planning and Assessment Act 1979](#) when this Policy commenced.

(4A) Except as provided by subclause (4), nothing in this Policy or any other environmental planning instrument requires separate development consent to be obtained for the installation or placement of a moveable dwelling on land on which development for the purposes of a caravan park is being lawfully carried out.

(5) This clause does not apply to any land that is authorised to be used for the purposes of a manufactured home estate by a development consent granted pursuant to [State](#)

Environmental Planning Policy No 36—Manufactured Home Estates or dedicated or reserved under the National Parks and Wildlife Act 1974.

Clause 131 of the SEPP stipulates that caravan parks require the development consent of Council. Before granting development consent Council must determine the number of sites suitable for long term residence and short term residence and must specify a maximum number of these types in any condition of consent. In this application there are no long term sites proposed and the condition of consent would be included to limit the development to 75 sites for short term use only.

Clause 131 (4) states that a holder of an approval to operate a caravan park or camping ground must not allow a person to occupy a site for longer than a three (3) months period without an extension that has been granted under clause 19(6) of the *Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993*.

The maximum length of stay (should the development application be approved) available for use would be three (3) months and forms a draft conditions of consent. As such none of the sites could be considered as “long term” sites.

132 Subdivision of caravan parks for lease purposes

Clause 132 of the SEPP relates to the subdivision of caravan parks and therefore does not apply to this application.

133 Matters to be considered by Councils

Clause 133 requires that the following matters are considered by Council in the assessment of applications for caravan parks:

- (a) whether, because of its location or character, the land concerned is particularly suitable for use as a caravan park for tourists or for long-term residence,*
- (b) whether there is adequate provision for tourist accommodation in the locality of that land, and whether existing or potential tourist accommodation will be displaced by the use of sites for long-term residence,*
- (c) whether there is adequate low-cost housing, or land available for low-cost housing, in that locality,*
- (d) whether necessary community facilities and services are available within the caravan park to which the development application relates or in the locality (or both), and whether those facilities and services are reasonably accessible to the occupants of the caravan park,*
- (e) any relevant guidelines issued by the Director, and*
- (f) the provisions of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993.*

It is considered that the subject application for a caravan park complies with the provisions of clause 133 for the following reasons:

- a) The site is an existing tourist development which has a sufficient number and types of existing facilities that can be utilised for a caravan park. No permanent residential use of the park will be permitted as part of this development.
 - b) Not applicable as no long term sites are proposed.
-

- c) Not applicable as the requirements for low cost housing apply to the use of a caravan park for long term residence.
- d) Not applicable. Whilst it is proposed as part of the application that the site will be used for accommodation of seasonal workers they cannot be considered permanent under the provisions of the SEPP because they will not be onsite for more than 3 months. The site however is within 15 minutes from Jindabyne and those using the site will be traveling to the site by a vehicle as the vans will not be “onsite permanent” vans of the type that is found at other caravan parks.
- e) The development complies with relevant guidelines.
- f) The development complies with the provisions of the LG Regulation (further consideration of those requirements can be found in this report).

Assessment against the relevant provisions of Snowy River Local Environmental Plan 2013

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

Permissibility of the development under the Snowy River Local Environmental Plan 2013

- The subject land is zoned: *RU1 – Primary Production*
- Definition of land use under SRLEP 2013:
 - caravan park** means land (including a camping ground) on which caravans (or caravans and other moveable dwellings) are, or are to be, installed or placed.*
 - camping ground** means an area of land that has access to communal amenities and on which campervans or tents, annexes or other similar portable and lightweight temporary shelters are, or are to be, installed, erected or placed for short term use, but does not include a caravan park.*
- The proposal is permissible with development consent from Council pursuant to Zone *RU1* of the SRLEP 2013.

Zone RU1 Primary Production

1 Objectives of zone

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
 - *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
 - *To minimise the fragmentation and alienation of resource lands.*
 - *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
 - *To promote tourism, educational and recreational development and living opportunities that are compatible with agricultural activities and the environmental, historical and cultural values of the zone.*
-

- *To ensure that development maintains and protects the scenic values and rural landscape characteristics of the zone through compatible, small-scale development.*

2 Permitted without consent

Environmental protection works; Extensive agriculture; Home occupations

3 Permitted with consent

*Air transport facilities; Airstrips; Animal boarding or training establishments; Aquaculture; Bed and breakfast accommodation; Boat launching ramps; Boat sheds; Building identification signs; Business identification signs; **Camping grounds; Caravan parks;** Cellar door premises; Cemeteries; Charter and tourism boating facilities; Centre-based child care facilities; Community facilities; Crematoria; Depots; Dual occupancies; Dwelling houses; Eco-tourist facilities; Educational establishments; Environmental facilities; Extractive industries; Farm buildings; Farm stay accommodation; Flood mitigation works; Forestry; Funeral homes; Garden centres; Helipads; Home-based child care; Home businesses; Home industries; Industrial training facilities; Information and education facilities; Intensive livestock agriculture; Intensive plant agriculture; Jetties; Landscaping material supplies; Mooring pens; Moorings; Open cut mining; Places of public worship; Plant nurseries; Recreation areas; Recreation facilities (outdoor); Respite day care centres; Roads; Roadside stalls; Rural industries; Rural supplies; Rural workers' dwellings; Secondary dwellings; Timber yards; Transport depots; Truck depots; Veterinary hospitals; Water recreation structures; Wharf or boating facilities*

4 Prohibited

Any development not specified in item 2 or 3

- The proposal is considered to be consistent with the aims of the plan and objectives of the zone.

The proposal has also been examined in detail against the provisions of Council's LEP and has been found to not achieve an acceptable level of compliance. In the assessment of this application, the following special provisions from SRLEP 2013 are of relevance and have been assessed for compliance:

Clause 1.2 Aims of the Plan

<i>(aa) to protect and promote the use and development of land for arts and cultural activity, including music and other performance arts,</i>	Not applicable.
<i>(a) to protect and enhance, for current and future generations, the ecological integrity, natural resources and environmental significance of Snowy River,</i> <i>(b) to protect agricultural land resources by—</i>	The development is proposed for an existing developed site, being an existing rural tourist facility which holds large events and has an existing established accommodation premises it is not likely to create significant long term conflict with surrounding land uses. Whilst

<p><i>(i) minimising the fragmentation of rural land, and</i></p> <p><i>(ii) encouraging agricultural land uses on prime agricultural land, and</i></p> <p><i>(iii) providing for a range of agricultural activities in locations and at a scale to avoid conflict with settlements and tourist activities,</i></p>	<p>there may be some short term impacts these can be managed through appropriate conditions of consent and will be only for the period approved by the consent. It will not contribute to fragmentation of rural land nor will it encourage a non-agricultural use on prime agricultural land.</p>
<p><i>(c) to help reduce the negative effects of an ageing and declining rural population by supporting restructuring and succession through flexible subdivision controls,</i></p>	<p>Not applicable.</p>
<p><i>(d) to plan and provide for settlement where it provides a diverse range of living opportunities and housing choices without compromising the environmental values of Snowy River, including its natural resources such as water, biodiversity and agricultural land,</i></p>	<p>Not applicable as this aim relates to permanent accommodation types such as housing. However, the area does see an increase number of short term seasonal workers gather during the winter season. Should the additional site be approved it is considered that it would provide an additional accommodation choice for these workers.</p>
<p><i>(e) to locate new urban development adjacent to existing urban areas to increase the accessibility and efficient use of infrastructure, facilities and services, public transport and employment opportunities,</i></p>	<p>Not applicable the development proposed could not be considered urban development.</p>
<p><i>(f) to strengthen and support a year-round economy by encouraging a range of development and land uses, including tourism and agriculture, that respond to lifestyle choices, emerging markets and changes in technology in a socially and environmentally responsible manner,</i></p>	<p>The development is proposing to utilise an existing facility, the majority of which is generally not used during the winter season providing a source of revenue to supplement a year round tourist business. The development also seeks to provide a solution to the housing of seasonal workers.</p>
<p><i>(g) to provide for small-scale tourism development in areas with access to appropriate tourist activities, services and amenity, such as adjacent to Kosciuszko National Park, Lake Jindabyne and Lake Eucumbene,</i></p>	<p>The development meets this aim by providing a tourist operation which is small scale and has access to services in adjacent towns and villages and the Kosciuszko National Park.</p>
<p><i>(h) to protect, preserve and enhance areas of high scenic landscape value and the open rural landscape, including maintaining separation between towns and villages,</i></p>	<p>The development area is not considered to be an area of high scenic landscape value. It is not mapped as scenic protection and is adjacent to an existing facility and a major road corridor. It</p>

	is not considered that the proposed development would contribute to the reduction in scenic value of rural areas between the towns and villages. The development is also proposed within an existing tourist facility and the 75 sites will be spread out in clusters through the site.
<i>(i) to value, protect and promote the natural, cultural and archaeological heritage of Snowy River by careful management,</i>	The development is proposed within an existing approved rural tourist recreation facility which on areas which have been approved either for new buildings, car parking or previous stock use. There will be no impact on the cultural heritage.
<i>(j) to ensure good management of public assets and to promote opportunities for social, cultural and community activities,</i>	Not applicable.
<i>(k) to retain, and where possible, extend public access to foreshore areas and link existing open space areas for environmental benefits, health benefits and public enjoyment,</i>	Not applicable.
<i>(l) to provide safe and healthy public spaces, attractive neighbourhoods and centres and to ensure development embraces the principles of quality urban design.</i>	Not applicable, the development is in a rural setting.

Objectives of the RU1 Zone

The objectives of the RU1 zone are to:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- To minimise the fragmentation and alienation of resource lands.*
- To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- To promote tourism, educational and recreational development and living opportunities that are compatible with agricultural activities and the environmental, historical and cultural values of the zone.*
- To ensure that development maintains and protects the scenic values and rural landscape characteristics of the zone through compatible, small-scale development.*

The development meets the objectives of the zone as it promotes tourism that is compatible with the agricultural activities and the environmental, historical and cultural values of the zone, and is small scale. Whilst it will be visible, it is considered that due to the size of the land on which the development is proposed and the limiting of sites to 75 it is considered to be small scale and will not adversely impact the scenic quality of the landscape in the long term.

Clause 7.2 Terrestrial biodiversity



Figure 12: Terrestrial Biodiversity Map

A portion of the subject site is mapped as “Biodiversity” on the Terrestrial Biodiversity Map. The only area proposed for the additional camp sites within the mapped area is site 7 and 8, which proposes a total of 7 camp/van sites. It is also within an area that has been heavily disturbed as part of the original development of the equestrian centre. As such it is not considered the proposed development will have an unreasonable impact on ecological value and significance of the fauna and flora on the land.

The proposal does not have the potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land.

The development using disturbed land which is part of an approved rural tourist development has been designed, sited and will be managed to avoid any significant adverse environmental impact.

Clause 7.9 Essential services

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

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

Upon assessment it is considered that the development complies with (a), (b) and (d) of the provisions of this clause. However insufficient information has been submitted to satisfy (c) and (e) as outlined below;

- (a) Satisfactory - Access to water from the existing development, being rainwater collected by onsite rainwater tanks. The tanks are fed from the large roof collection area of the arena building and the associated stable and accommodation buildings. In addition to the vans which may have their own portable water supply the development is serviced by a large (110,000 litre) in ground tank which collects the water from the stable building and the arena building which is then pumped to additional holding tanks and the gravity fed back to the site. This rainwater supply system was part of the original approval for the Rural Tourist Facility. The site may also have access to groundwater resources, this is licensed through Water NSW and outside of this approval process.

The application was referred to Water NSW & Natural Resources Access Regulator and after 10 months no response has been provided. These are not integrated referral and are for comment only and as such the application can be determined without a response.

It is considered the development has appropriate water provision for the use proposed. Due to the site being a tourist development that is supplied by non-reticulated urban water, the proposed temporary development would need to comply with a water quality process. Should the application be approved a condition of consent would be required for the applicant to have in place a Water Quality Assurance Program as required by NSW Health. This is requirement for any tourist development which is utilising non reticulated town water.

- (b) Satisfactory - The JER is serviced by mains electricity and is also serviced by a 30 kW solar system. Some of the proposed sites will be powered, however many will be unpowered so the additional electricity use will be minimal.

As part of the application process the application was referred to Essential Energy. There was no objection to the development from Essential Energy.

It will be the responsibility of the operator to manage the power supply to the proposed use is within their current connection capabilities.

(c) Unsatisfactory

The applicant proposes to use the existing onsite sewerage management infrastructure installed as part of the existing rural tourist facility.

A report stating that the existing onsite sewer management system has adequate capacity to manage the increased load was requested as additional information.

The applicant was not provided supporting information to demonstrate compliance with this provision and as such Council cannot be satisfied that adequate arrangements exists or can be made available when required for the development.

- (d) Satisfactory – Onsite stormwater disposal is managed through the existing systems with the existing buildings forming the rainwater catchment for the development. Any runoff
-

from the temporary camping sites will be managed through appropriate conditions of consent relating to sediment and erosion control.

(e) Unsatisfactory

The development is proposed to use the existing access into the Equestrian Resort from Hill Top Road.

TfNSW does not have a statutory role under Section 2.118 of the new infrastructure SEPP as Council is the roads authority in this instance (except in the case of freeways/motorways or where we exercise our power to become the roads authority under s64 of the Roads Act).

As part of the assessment the application was referred to TfNSW under the Roads Act Section 138 (non-integrated) however the application was rejected due to insufficient information.

Hill Top Road and the Kosciuszko Road (MR286) intersection

As part of the approval of the development in 2000 the intersection with Hill Top Road and the Kosciuszko Road (MR286) was required to be upgraded. A site inspection has identified that these works may not have been completed as part of Stage 1 of that approval. In particular the BAL intersection treatment was not observed during a site inspection.

The information provided with the application has not demonstrated that the current intersection treatment of the Kosciuszko Road and Hilltop is adequate for the proposed additional use. A traffic study was requested as additional information. The traffic study was to be carried out from Kosciuszko Road and the Hilltop Road/Avonside Road intersection to the existing entry to the subject site to establish traffic volumes and any required intersection upgrades.

The applicant **did not** provide this information and as such there is insufficient information to be satisfied that adequate arrangements are currently available or can be made available when required.

Hill Top Road and Site Entrance

Upgrade works have previously undertaken it is considered the existing entrance into the site, Hill Top Road and the intersection with the Kosciuszko Road are considered adequate for the temporary development proposed.

The access from Hill Top Road to the entrance of the Equestrian Resort and the entrance into the resort were upgraded as part of this Stage 1 approval. These upgrades were required to facilitate the further stages of the development. The equestrian resort has held a number of large events since its completion. These events include large horse carnivals and rodeos with their associated floats and heavy vehicles. The access to the site by such vehicles was considered as part of the original development consent for the resort and the upgrades required for the intersection and driveway assessed access by these vehicles into consideration for these events.

There will be no access permitted through Lot 12 from Iron Pot Creek Road as this is a private right of carriageway that the subject land does not have benefit of. There will also be no direct access permitted to the site from Kosciuszko Road.

Assessment against the relevant provisions of Snowy River Development Control Plan 2013

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

Provision	Response/Acceptable Solution
B1 Rural localities, Towns & Villages	
1.8 – Jindabyne	The development is a tourist development which are considered a key planning responses for the locality.
C General planning considerations	
C2 Design	<p>The southern boundary of the subject site is adjacent to Kosciuszko Road which is the main road leading to Jindabyne and Kosciuszko National Park.</p> <p>The land is not identified with scenic protection, however it is reasonable to state that maintaining a rural aspect along Kosciuszko Road is an important feature of the area.</p> <p>The closest proposed site to Kosciuszko Road is over 100m and as such it is considered that the rural amenity of the area would be preserved. Additionally it is noted that the proposal has the site spaced out throughout the site. The large equestrian arena is a prominent bulky large scale development and already makes for an impact of the character of the area.</p> <p>There are no proposed buildings associated with the proposed development.</p> <p>The proposed caravan sites are not foreseen to impede on any view corridors or vistas from the neighbouring dwellings, streets and public open space areas.</p> <p>As such it is considered that the proposed development satisfies this standard.</p>
C3 Car-parking, Traffic & Access	
<p>3. Vehicle Access</p> <p>C3.1-5 Adequacy of Access</p> <p>a) a) The standard of all weather access roads to the development is to adequately cater for existing and potential traffic.</p>	<p>a) The information provided with the application has not demonstrated that the current intersection treatment of the Kosciuszko Road and Hilltop is adequate to cater for the proposed additional potential traffic. A traffic study was requested as additional information. The traffic study was to be carried out from Kosciuszko Road and the Hilltop</p>

<p>b) The road reserve width is to be sufficient to cater for all functions that the road is expected to fulfill, including the safe and efficient movement of all users and acting as a buffer from traffic nuisance for residents.</p> <p>c) The carriageway width is to allow vehicles to proceed safely at the operating speed intended for that road.</p> <p>d) The design of intersections is to allow all movement to occur safely and projected traffic volumes are to be used in designing all intersections.</p>	<p>Road/Avonside Road intersection to the existing entry to the subject site to establish traffic volumes and any required intersection upgrades. The applicant did not provide this information and as such there is <u>insufficient information</u> to be satisfied that adequate arrangements are currently available or can be made available when required.</p> <p>Hill Top Road and Site Entrance</p> <p>The equestrian resort has held a number of large events since its completion. These events include large horse carnivals and rodeos with their associated floats and heavy vehicles. The access to the site by such vehicles (including caravans) was considered as part of the original development consent for the resort and the upgrades required for the intersection and driveway assessed access by these vehicles into consideration for these events. The access from Hill Top Road to the entrance of the Equestrian Resort and the entrance into the resort were upgraded as part of Stage 1 approval for the existing use and is considered to be satisfactory for the proposed use.</p> <p>b) Satisfactory</p> <p>c) Satisfactory</p> <p>d) Insufficient information provided <u>Hill Top Road and the Kosciuszko Road (MR286) intersection</u></p> <p>As part of the approval of the development in 2000 the intersection with Hill Top Road and the Kosciuszko Road (MR286) was required to be upgraded. A site inspection has identified that</p>
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these works may not have been completed as part of Stage 1 of that approval. In particular the BAL intersection treatment was not observed during a site inspection.

The information provided with the application has not demonstrated that the current intersection treatment of the Kosciuszko Road and Hilltop is adequate for the proposed additional use. A traffic study was requested as additional information. The traffic study was to be carried out from Kosciuszko Road and the Hilltop Road/Avonside Road intersection to the existing entry to the subject site to establish traffic volumes and any required intersection upgrades.

The applicant **did not** provide this information and as such there is insufficient information to be satisfied that adequate arrangements are currently available or can be made available when required.

Hill Top Road and Site Entrance

Upgrade works have previously undertaken it is considered the existing entrance into the site, Hill Top Road and the intersection with the Kosciuszko Road are considered adequate for the temporary development proposed.

The access from Hill Top Road to the entrance of the Equestrian Resort and the entrance into the resort were upgraded as part of this Stage 1 approval. These upgrades were required to facilitate the further stages of the development. The equestrian resort has held a number of large events since its completion. These events include large horse carnivals and rodeos with their associated floats and heavy vehicles. The access to the site by such vehicles was considered as part of the original development consent for the resort and the upgrades required for the intersection and driveway assessed access by these vehicles into consideration for these events.

There will be no access permitted through Lot 12 from Iron Pot Creek Road as this is a private right of carriageway that the subject land does not have benefit of. There will also be no direct access permitted to the site from Kosciuszko Road.

<p>e) All intersections and vehicular entrances are to satisfy the relevant design standards published by the Roads and Maritime Authority.</p> <p>☐ Access is designed in accordance with the design criteria set out in the Aust Roads Guide to Road Design and the Council's Development Design and Construction Specifications.</p>	<p>e) If approved this could for a condition of consent.</p> <p>f) If approved this could for a condition of consent.</p>
<p>C6 Signage & Advertising</p>	<p>Complies - No additional advertising signage has been proposed and a condition of consent will be imposed to ensure that additional approval will be required for any new signage.</p>
<p>C8 Environmental Management</p>	<p>Complies – the land on which the development is proposed is not considered to be contaminated as it is the location of an approved rural tourist development.</p> <p>In order to mitigate any erosion and sediment impacts potentially generated by the parking of vehicles on the site appropriate condition of consent will be imposed to ensure that erosion and sediment control measures are put in place should souring of the site occur.</p> <p>The ecological impacts of the development are considered to be minimal as the sites are proposed within the existing boundaries of the Equestrian Resort site which was approved for this use under previous development applications. No approval will be issued for the use of the adjoining land Lot 12. The proposed use will be confined to areas wholly located to within Lot 8.</p>
<p>C9 Energy & Waste Efficiency, Water Supply & Effluent Disposal</p>	
<p>1. Building performance and energy efficiency</p>	<p>BAISX certificate not applicable.</p> <p>However, JE Resort is serviced by mains electricity and is also serviced by a 30 kW solar system. Some of the proposed sites will be powered, however the majority will be unpowered therefore the additional electricity use will be minimal.</p> <p>- 28 sites powered using existing power points</p>

	<p>- 47 sites unpowered</p> <p>As such, is considered to meet the renewable energy generation or energy efficient in new developments to reduce demand for offsite electricity generation and the objective to encourage energy efficient design.</p>
2. Water Supply	<p>Complies - Access to water will be from the existing development catchment system, being rainwater collected in onsite rainwater tanks. The tanks are fed from the large roof collection area of the arena building and the associated stable and accommodation buildings. A large in ground tank is used to collect the water from the stable building and the arena building which is then pumped to additional holding tanks and the gravity fed back to the site. This rainwater supply system was part of the original approval for the Rural Tourist Facility. The site may have access to access groundwater resources, this is licensed through Water NSW and outside of this approval process. It is considered the development has appropriate water provision for the use proposed.</p> <p>Due to the site being a tourist development that is supplied by non-reticulated urban water, the proposed temporary development would need to comply with the existing water quality process required for the existing development.</p>
3. Effluent Disposal C9.3-1 General Controls (a)	<p>Where connection to Council's reticulated sewerage system is not available and onsite effluent disposal is proposed, an analysis of soil suitability and topography demonstrating that the land is suitable for on-site effluent disposal is to be provided.</p> <p>The applicant proposes to use the existing onsite sewerage management infrastructure installed as part of the existing rural tourist facility.</p> <p>A report stating that the existing onsite sewerage management system has adequate capacity to manage the increased load was requested as additional information</p> <p>The applicant did not provide this information and as such is not satisfied that adequate arrangements have been made.</p>
C10 Waste management & Recycling	<p>Complies - The site is already a commercial operation and commercial accommodation provider and as such are</p>

	already managing waste generated on site by the existing uses. The proposed temporary camping ground/caravan park will be required to have provided to it additional appropriate waste facilities. Any waste generated on site is to be removed to an authorised facility either by the onsite management or through a waste removal contractor. Conditions of consent will be included to ensure compliance with these requirements.
E Non-residential Development	
E1 Tourist Accommodation	Applies only to “tourist and visitor accommodation” Caravan parks and Camping Grounds are not part of this definition.

Planning Agreements

There are no applicable planning agreements.

Any matters prescribed by the regulations

The development complies with the matters prescribed by the *EP&A Regulation 2000*.

Submissions

The proposed development was placed on public exhibition and adjoining landowners were notified in accordance with the provisions of the Snowy Monaro Planning and Development Community Participation Plan 2019 for a period of 14 days. After numerous requests for an additional time from the public, the exhibition period was extended by 14 days.

There have been a number of objections submitted regarding the subject development application. Copies of all submissions made form an attachment to this report (see attachments 6 & 7), each submission has been summarised below. The submissions raise a number of similar issues and as such the consideration of the submissions is summarized by issue not individual submission.

Summary of Submissions

Total Number of submissions	18
Number objecting	17
Number supporting	1

Submission 1

The submitter is a resident of Avonside road and is primarily concerned with the safety of the Kosciuszko Road, Hilltop and Avonside road intersection and the ability for vehicles turn off and on to Kosciuszko Road safely.

<p>Submission 2 and 3</p>
<p>The submitter is concerned with the social and economic impacts of the local community. Specifically they have raised concerns relating to the following;</p> <ol style="list-style-type: none"> 1. The number of people allowed to be on site outside of winter. 2. The claim that the 2021 trial was a success and the assessing the trial was not made publically available. 3. That the application is not solely for the provision of staff accommodation and that it could be used solely for tourist accommodation. 4. Non-compliance with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings). 5. Location of the facility in proximity to Jindabyne and the related social impacts. Specifically the lack of access to public transport and entertainment venues in Jindabyne. 6. Estimated Cost of works 7. Scenic and visual impact to the transport corridor (Kosciuszko Road). 8. No information provided regarding the use of the existing restaurant and bar. 9. Non-compliance with the required amenities required to service the caravan park and their compliance with the BCA, no information provided regarding the onsite sewer management system. 10. Adequate provision of water supply for both water supply and bushfire requirements. 11. Ability of the sewer and water infrastructure to manage the additional load. 12. No details regarding electricity supply and powered vs unpowered site. 13. The safety of the Kosciuszko Road, Hilltop and Avonside road intersection and the ability for vehicles turn off and on to Kosciuszko Road safely. 14. Campfires.
<p>Submission 4</p>
<ol style="list-style-type: none"> 1. Impacts to Fauna 2. Water runoff and the impact on road maintenance with the increased vehicle movements. 3. Effluent – no report as to the adequacy of the existing onsite sewer management system provided 4. Site generate waste management 5. Water Supply 6. Privacy and security impacts. 7. Security of surrounding properties and lack of details surrounding onsite management to prevent visitors entering private property. 8. The safety of the Kosciuszko Road, Hilltop and Avonside road intersection and the ability for vehicles turn off and on to Kosciuszko Road safely. 9. Non-compliance with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings). 10. Campfires
<p>Submission 5 & 6</p>
<p>These submitter are nearby resident on Avonside road and has raised the following concerns;</p>

1. The number of people allowed to be on site outside of winter.
2. The claim that the 2021 trial was a success and the assessing the trial was not made publically available.
3. The safety of the Kosciuszko Road, Hilltop and Avonside road intersection and the ability for vehicles turn off and on to Kosciuszko Road safely.
4. Location of the facility in proximity to Jindabyne and the related social impacts. Specifically the lack of access to public transport and entertainment venues in Jindabyne.
5. The adequacy of the on-site sewer management system
6. Adequate water for firefighting purposes.
7. Security of surrounding properties and lack of details surrounding onsite management to prevent visitors entering private property.
8. Campfires

Submission 7

The submitter is a nearby resident and has raised the following concerns;

1. Inadequate Community Consultation
2. Road and Traffic Concerns
3. Fire Risk
4. Legislative Requirements
5. Water & Sewerage Concerns
6. Conflict of Interest
7. Climate Change/Duty of Care

Submission 8

This submitter is of the opinion that the development of a caravan park will not assist with the staff housing crisis and it will be an eyesore when travelling along Kosciuszko Road.

Submission 9

These submitter has raised the following concerns;

1. DA lodgement Fee & Cost of Works
2. Conflict of Interest
3. Assessment of the Temporary Caravan Park Approval.
4. Provision of Water
5. Access
6. Disposal and management of sewage
7. Maximum Number of People
8. Open space
9. Climate Change
10. Intersection of Kosciuszko Road and Hilltop Road.
11. S68 Approval for Caravan Park
12. Remediation of Land

Submission 10
<p>This submitter believes that the proposal is of a high urban density and not appropriate in a rural setting and has significant concerns regarding the loss of rural landscape and the visual impact when travelling along Kosciuszko Road.</p> <p>They have raised concerns regarding minimum Lot size. <i>Officer's comment – minimum Lots size is not relevant to this application.</i></p> <p>The applicant also briefly mentioned concerns relating to noise, water use, sewerage and environmental impacts.</p> <p>The submitter has also sent a specific email detailing their concerns relating to the safety of the Kosciuszko Road, Hilltop and Avonside road intersection and the ability for vehicles turn off and on to Kosciuszko Road safely.</p>
Submission 11
<p>These submitter are nearby resident and has raised the following concerns;</p> <ol style="list-style-type: none">1. Accuracy of the estimated cost of works2. The claim that the 2021 trial was a success and the assessing the trial was not made publically available and Councils conflict of interest in approaching JE Resort in conjunction with the Chamber of Commerce.3. Site generate waste management4. Adequacy of the water supply5. Fire Safety6. Adequacy of the onsite sewer management system7. Road safety8. Environmental Impacts
Submission 12
<p>The submitters has several objections to the proposed development including the following;</p> <ol style="list-style-type: none">1. Impacts on surrounding neighbours including noise and additional vehicle movements2. Road safety3. Impact of wildlife and their habitat
Submission 13
<p>The following concerns have been raised by the submitter who is an owner of a nearby property.</p> <ol style="list-style-type: none">1. Impacts on surrounding neighbours including noise and additional vehicle movements2. Adequacy of the onsite sewer management system3. Flora and fauna and visual impacts4. Adequacy of the existing road infrastructure5. Site generate waste management

Submission 14
The submitter is a member of the local community who wished to strongly object to the proposal and is of the opinion that the proposed development is not appropriate in a rural setting.
Submission 15
<p>This submission is written by resident of Avonside Road.</p> <p>They submission outlines there objection based on the following issues:</p> <ol style="list-style-type: none"> 1. Impact of the development on the surrounding community. 2. Impact to the surrounding environment. 3. Impact on traffic, road safety and road infrastructure. 4. Social and economic value the proposal will deliver to the community. 5. The claim that the 2021 trial was a success and the assessing the trial was not made publically available. 6. Lack of detail in the documentation provided.
Submission 16
<ol style="list-style-type: none"> 1. Accuracy of the estimated Cost of Works 2. Lack of clarity surrounding the type of site the application is for – short term vs long term 3. Lack of clarity and non-compliance with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings). 4. Confusion regarding the description of the development
Submission 17
<ol style="list-style-type: none"> 1. The claim that the 2021 trial was a success and the assessment of the trial was not made publically available 2. Councils conflict of interest in approaching JE Resort in conjunction with the Chamber of Commerce. 3. Uncontained Campfires 4. Location of the facility in proximity to Jindabyne and the related social impacts. Specifically the lack of access to public transport and entertainment venues in Jindabyne. 5. Adequate Water supply and the use of Bore water. 6. Light Pollution – requirement of the regulation for the site to be lite from sunrise to sunset. 7. Road Safety and maintenance 8. Number of people using the site.
Submission 18
<ol style="list-style-type: none"> 1. Impact of using bore water which has the potential to deplete the local water table. 2. Adequacy of the onsite sewer management system and potential environmental impacts

3. High risk of bushfire and the adequacy of infrastructure to fight fires.
4. The safety of the Kosciuszko Road, Hilltop and Avonside road intersection and the ability for vehicles turn off and on to Kosciuszko Road safely.
5. Impact on the electricity grid.
6. The claim that the 2021 trial was a success and the assessment of the trial was not made publically available.
7. Accuracy of the estimated Cost of Works.

Officers Response

Traffic - Safety of the Kosciuszko Road, Hilltop and Avonside road intersection

See assessment of clause 7.9 of the Snowy River LEP 2013.

Occupation Number

The application is for 75 site and a maximum of 97 people all year round, whilst each site has the capacity to have a maximum of 6 people. Should the application be approved a condition of consent would cap the total numbers permitted at the site at 97 people.

As such at no time can all 75 proposed site be occupied by 6 people.

All site are proposed as short term sites, no permanent sites are proposed or have been considered and the storage of caravans will only be within the 75 identified sites. The total number of vans proposed on the site at any one time, including stored vans, is 75 vans.

Assessment of Trial

There was no condition of consent which required the developer to prepare an assessment report and present the findings to council. The applicant has evaluated the success internally in regards to it being a successful business venture.

Visitor/accommodation Type

The application is for a Caravan Park and not for as such there is no limitation to restrict the applicant from providing caravan site to both seasonal staff and tourist.

Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021

The Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 is not a planning instrument to which the application can be assessed against. If the application was to be approved a condition of consent would require that the caravan park gains an approval under the Local Government Act prior to operation. It is at this stage that compliance with the standards of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) are assessed.

It is noted that as part of this application an internal referral was carried out with Council Public Health and Environment department to ensure that the fundamentals of the application will meet the requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulations. There was outstanding information however these could be managed via conditions of consent should the application be approved.

Proximity to Jindabyne

The location of the subject site and the limitations regarding access to services and entertainment venues is an aspect visitors to the proposed park would consider when choosing to stay at the subject site. There are no development standards which state that a caravan park must be located within a distance of services.

Estimated cost of works

Additional information was requested in relation to estimated cost works. The applicant advised that the majority of the required works were carried out for the operation of the temporary caravan park approved under.

Information regarding the requirement for an intersection upgrade and/or an upgrade to the onsite sewerage management system has not been provided and as such these works have not been included in the estimate.

Visual Impact

See assessment of C2 Design in the body of this report.

Noise Impact

The subject site is an existing Rural Tourist Recreation facility and it is reasonable to conclude that noise from a rodeo would exceed noise generated by occupants of a caravan park. It is also reasonable to conclude that in the case of any instances where noise levels did exceed reasonable limits that the impacts could be managed by the onsite manager's should they occur. If the application is approved, appropriate conditions of consent should be included to ensure compliance with these requirements.

Existing Land Uses

The approval for the land to operate as an equestrian resort, including the restaurant and bar, will remain in place and does not form part of the consideration for the current application. Multiple land uses and development approvals can be in place on the same land. The conditions of consent relating to the Equestrian resort and liquor licensing requirements will continue to manage this development on the subject land.

Adequacy of the existing Onsite Sewerage Management System

Additional information was requested in relation to the capacity of the existing on-site sewer management system to manage the proposed additional load. The applicant has not provided a report, see assessment of clause 7.9 in the body of this report.

Electricity

The applicant has provided additional information outlining the powered and unpowered sites. The site has access to both mains and renewable sources. As part of the assessment of the application was referred to Essential energy a response was received, with no objection to the development, subject to conditions provided.

Adequate water supply and the use of Bore water

The application was referred to Water NSW & Natural Resources Access Regulator and after 10 months no response has been provided.

These are not integrated referral and are for comment only and as such the application can be determined without a response.

Any permissions/licenses required from Water NSW should form a condition of consent, should the application be approved.

The provision of potable water is a requirement for the applicant to provide. The site provides over 200,000l of water from various sources, including rainwater tanks, dams and bore water. If the application is to be approved a condition of consent should require that a Quality Assurance Program provided to NSW Health. This is to ensure that the development complies with the health requirements of providing potable water from an unarticulated source.

This application is integrated and requires a Bush Fire Safety Authority to be issued by the RFS. The RFS will assess the provision of water and will provide any conditions of consent for the development to comply with Planning for Bushfire Protection 2019.

Light Pollution

A requirement of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 is for the site to be lit from sunrise to sunset.

100 Lighting

All access roads must be adequately lit between sunset and sunrise.

All proposed site are located in and around the existing infrastructure on the subject site and as such the increased light is considered to be reasonable.

Flora and Fauna impacts

A portion of the subject site is mapped as "Biodiversity" on the Terrestrial Biodiversity Map. The only area proposed for the additional camp sites within the mapped area is site 7 and 8, which proposes a total of 7 camp/van sites. It is also within an area that has been heavily disturbed as part of the original development of the equestrian centre. As such it is not considered the proposed development will have an unreasonable impact on ecological value and significance of the fauna and flora on the land.

The proposal does not have the potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land.

The development using disturbed land which is part of an approved rural tourist development has been designed, sited and will be managed to avoid any significant adverse environmental impact.

Waste Management

Should the application be approved a condition should require all waste generated on site be disposed of in a lawful manner.

Security and Privacy of Surrounding Properties

The access to the subject site is located 180m away from main road 286 (Kosciuszko Road), and is the first driveway on Hilltop Road. The driveway and the site are well signed and as such there is no foreseen reason for visitor to the park to travel past the entrance and impact on the surrounding estates.

Should the application be approved a condition should require the subject site to full fenced and the provision of clear signage indicating the property boundary has been proposed.

Campfires

If the application is approved, appropriate conditions of consent should be included to ensure that campfires are wholly contained within designated areas, are in accordance with and requirements of the Rural Fire Service and use is in accordance with changing Fire danger ratings and fire bans.

Climate Change/Duty of Care

See assessment of C9 Energy & Waste Efficiency, Water Supply & Effluent Disposal in the body of this report.

Remediation of Land

See assessment of State Environmental Planning Policy (Resilience and Hazards) 2021 in the body of this report.

Conflict of Interest - Council

There is inherent potential for conflicts of interest when NSW local councils undertake their own developments, according to a new report by the NSW Ombudsman, however in this case the application has been applied for and funded by a private land holder.

A real conflict of interest occurs where there is a conflict between the public duty and individual interests of a government body that improperly influences the outcome of a development application.

In this case, whilst Council and the Chamber of Commerce initially approached several private land owners regarding the development of caravan parks to alleviate the staff housing shortage and the free camping issues, Council has had no input into the preparation of the application and the assessment has been carried out by Council Development Assessment Staff. Additionally, the determination of the consent will fall to the elected member of the Council and not under staff delegation.

The application assessment process has been carried out in accordance with the requirement of the Clause 4.15 of the Environmental Planning and Assessment Act 1979, SMRC's Planning and Development Community Participation Plan and Council policy "Referral of Development Applications to Council".

CONCLUSION

It is considered that the proposed development generally complies with the relevant provisions of Section 4.15 of the Act, LEP, DCPs, Codes and Policies. The key issues arising out of the assessment of this application comprise:

1. Information provided is insufficient to satisfy the standards of Clause 7.9 (Essential services) of the Snowy River Local Environmental Plan 2013.
- ☐ Information provided is insufficient to adequately satisfy the development standards relating to Access and Effluent Disposal in the Snowy River DCP 2013. This includes non-C3.1-5 Adequacy of Access (a) & (d) and C9.3-1 General Controls (a).

In conclusion, it is considered that there is **insufficient information** proposal having regard to the provisions of the Snowy River Local Environmental Plan 2013 and accordingly, **refusal is recommended** subject to Statement of Reasons attached.

REFERENCES

National Environment Protection Council 2013, National Environment Protection (Assessment of Site Contamination) Measure 2013.

ATTACHMENTS

1. DRAFT Notice of Determination & Statement of Reasons - Refusal (*Under Separate Cover*)
 2. Site Plans (*Under Separate Cover*)
 3. Statement Of Environmental Effects (*Under Separate Cover*)
 4. Bushfire Report (*Under Separate Cover*)
 5. Generated Pre-DA Form (*Under Separate Cover*)
 6. Submissions 10.2022.150.1 (1-15) (*Under Separate Cover*)
 7. Submissions 10.2022.150.1 (16-18) (*Under Separate Cover*)
-

8.2 DEVELOPMENT APPLICATION 10.2022.227.1 - SIX-LOT SUBDIVISION AT KARINYA PLAINS ROAD MICHELAGO

Record No: I23/86

Applicant Number:	10.2022.227.1
Applicant:	Archer Land Pty Ltd
Owner:	Archer Land Pty Ltd
DA Registered:	09/06/2022
Property Description:	Lot:1 DP:713198
Property Number:	Karinya Plains Road, Michelago NSW 2620
Zone:	R5 – Large Lot Residential
Current Use:	Vacant Land
Proposed Use:	6 Lot Subdivision
Permitted in Zone:	Yes
Recommendation:	Approval with conditions

RECOMMENDATION

That pursuant to section 4.16 of the *Environmental Planning and Assessment Act 1979 (as amended)* it is recommended that Council grants consent to DA 10.2022.227.1 for a 6 Lot subdivision on Lot 1 DP 713198, Karinya Plains Road, Michelago NSW 2620 subject to conditions of consent attached to this report.

BACKGROUND

The purpose of this report is to seek approval for a six (6) lot residential subdivision in Michelago. The subject land is 54.74 hectares in size and is currently a vacant allotment. The site is located south of the Michelago village via an unsealed road with a single access point from Karinya Plains Road. The site is bounded by similar large lot residential allotments.

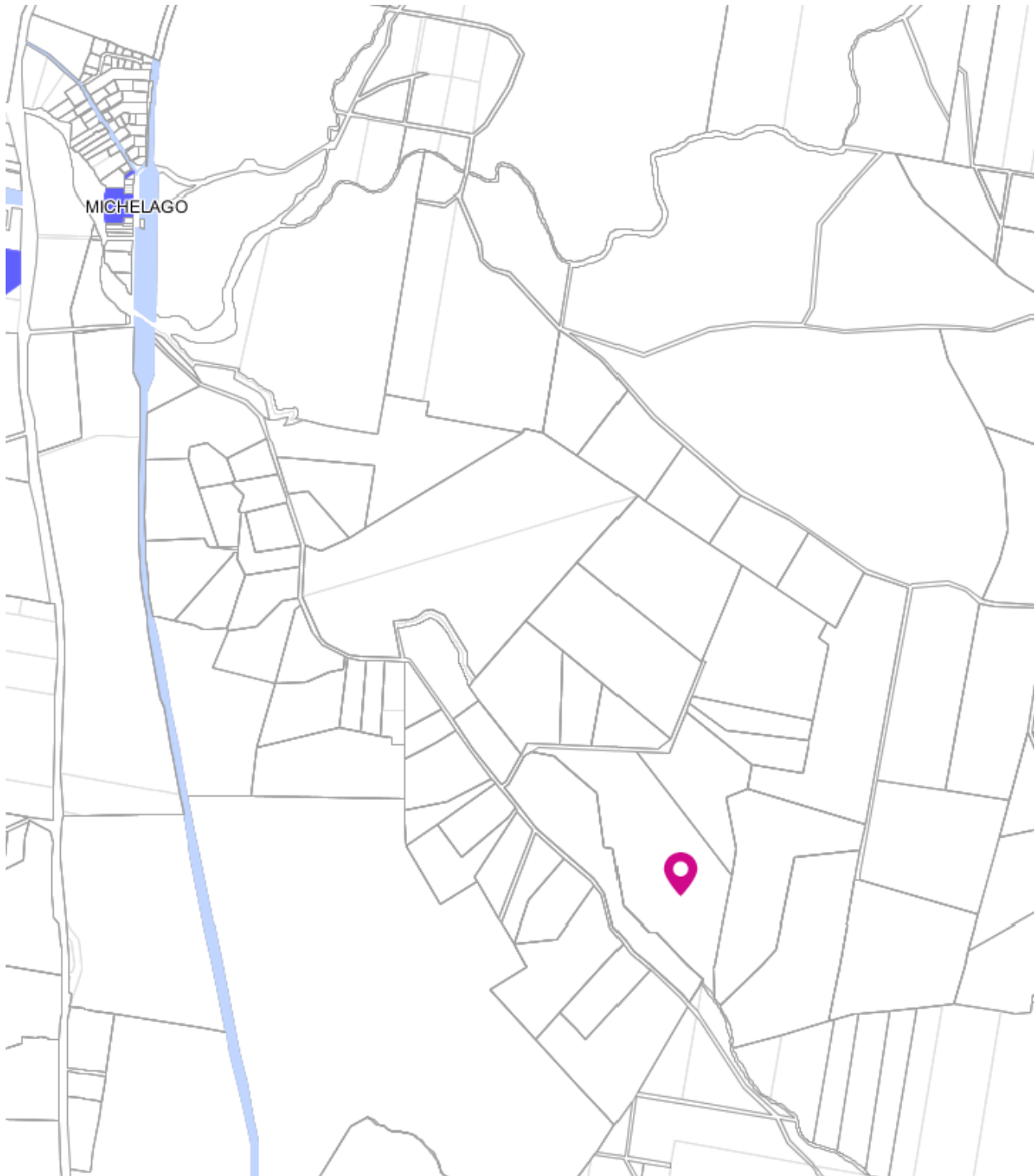


Figure 1: Subject site.

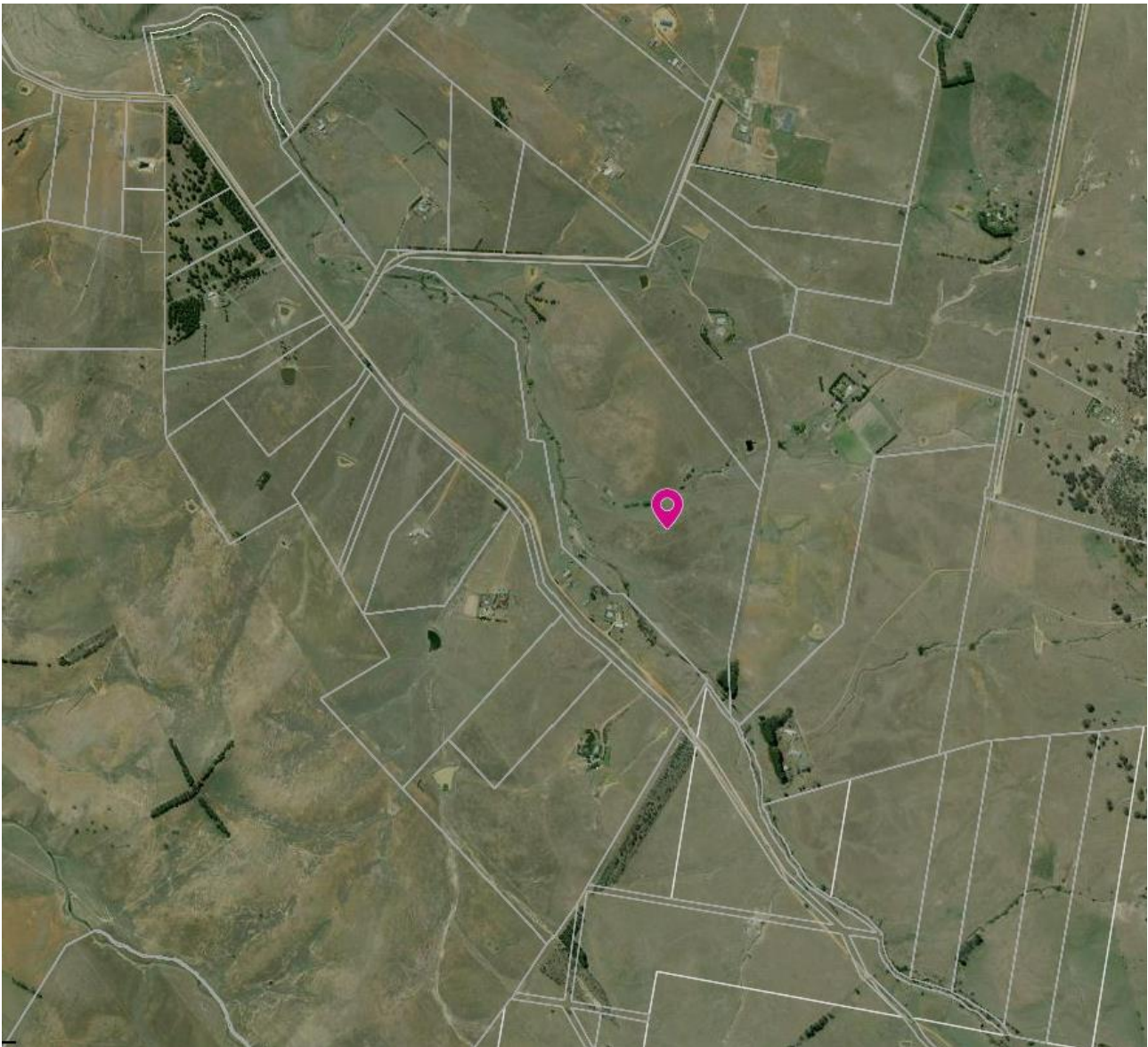


Figure 2: Subject site imagery.



Figure 3: Current site access.



Figure 4: Current site access. All proposed building envelopes are to the rear of the site.



Figure 5: The rear of the site looking north-northwest toward the access proposed to lot 1 and 2.



Figure 6: The rear of the site looking east from the site access to proposed lots 3, 5 and 6.



Figure 7: The rear of the site looking south to proposed lot 4 and Micalago Road.

PROPOSAL IN DETAIL

The proposal is to create 6 large lot residential allotments by subdividing Lot 1 DP713198 at Karinya Plains Road south east of the Michelago Village under clause 4.1B (Subdivision using average lot sizes) of the Cooma-Monaro Local Environmental Plan 2013. The land being 54.74 hectares in area allows for a total of six (6) lots under clause 4.1B.

The land is moderately undulating with 2nd and 3rd order watercourses (gullies) crossing the land in a westerly direction meeting up with Ryries Creek which then traverses the western boundary of the land, on the route to Michelago Creek.

The proposal has nominated a single access point, accessing off Karinya Plains Road. The applicant has requested a variation to Cooma- Monaro Development Control 2014 (CMDCP 2014) to permit a Right of Carriageway to serve the subdivision, rather than a public road.

As part of the submission council received a Biodiversity Development Assessment Report (BDAR), Land Capability Assessment Report and Bushfire Hazard Assessment Report outlining the opportunities and constraints of the site which formed the basis of informing the layout of the subdivision.

The applicant has proposed to enter Lot 1 into a Biodiversity Stewardship Agreement which has not been conducted to date but is able to be placed as a condition of consent if approval is granted which would require this agreement to be in place occur prior to any subdivision works commencing.

8.2 DEVELOPMENT APPLICATION 10.2022.227.1 - SIX-LOT SUBDIVISION AT KARINYA PLAINS ROAD MICHALAGO

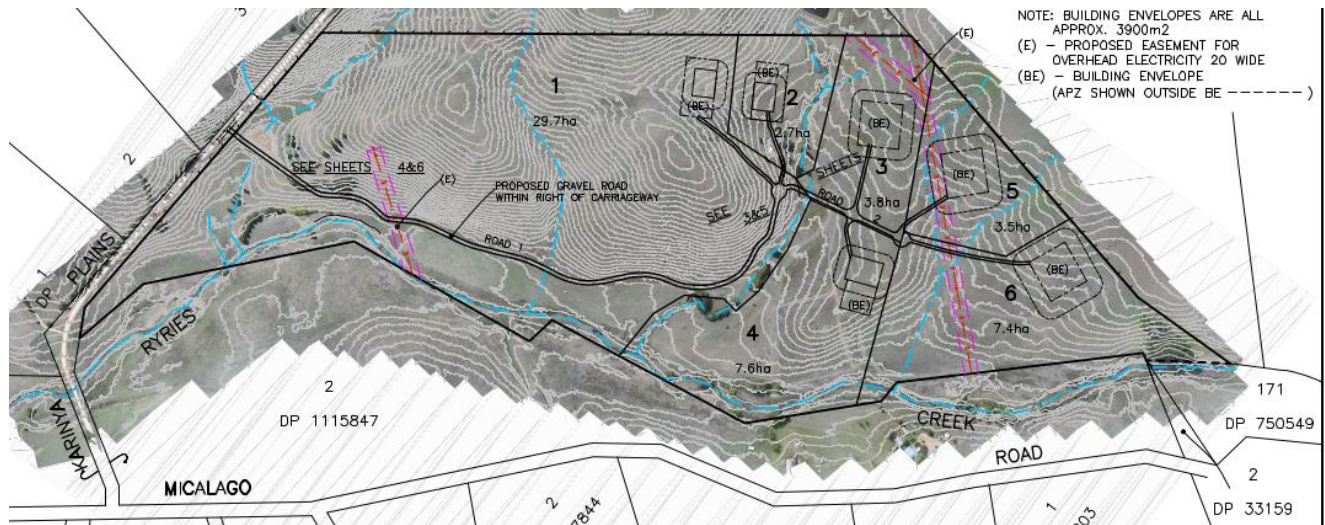


Figure 8: Subdivision plan.

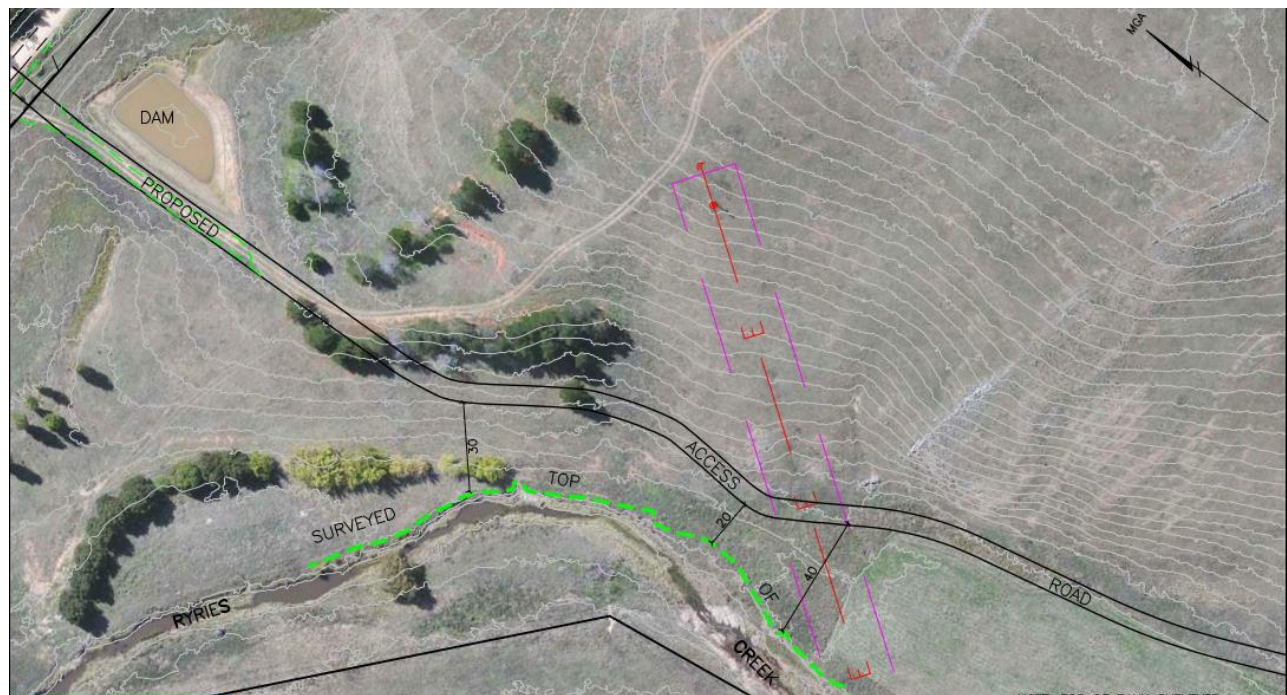


Figure 9: Subdivision plan – access point and proposed right of carriageway.

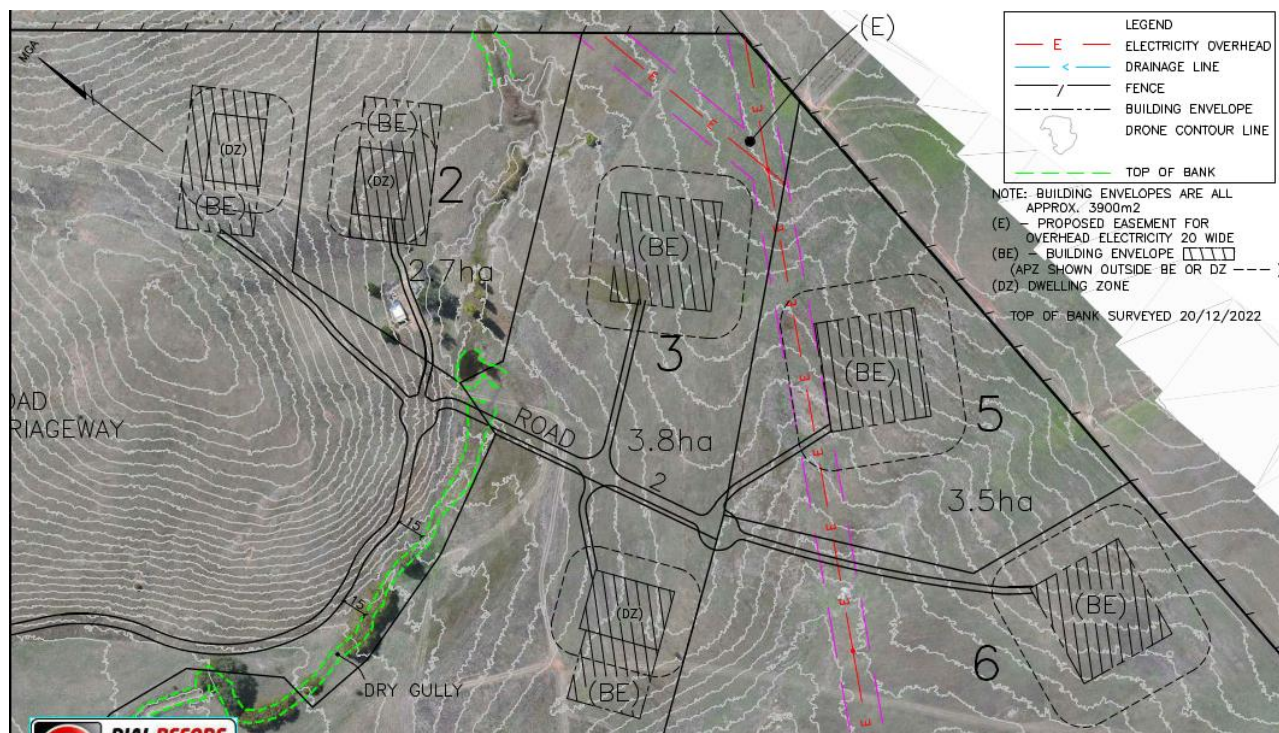


Figure 10: Subdivision plan – building envelopes.

The applicant has requested the following variations to the CMDCP 2014:

The concept and proposal for the Right of Carriageway followed initial discussions in March 2021 with Councils Development Engineer. Upon visiting the site and providing comments a recommendation for the adoption of a Right of Carriageway rather than a public road was put forward. This position was agreed to in principal based on the premise that Council would be reluctant to accept a new public road as an asset and that a Right of Carriageway was appropriate upon review of the site and the scope of the proposed subdivision.

The applicable clauses from the D.C.P are addressed as follows:

2.5.3.4 - Right of Carriageway (RoC)

- Maximum length of ROC is **50m**.
- Electricity services are to be overhead and not in the RoC.
- Appropriate terms in the Section 88B Instrument will address maintenance and ownership issues in the RoC. The road in the RoC will be constructed to a standard of "Access Road" (see Appendix 5) being 6 metres wide, minimum radii of >90 metres and pavement of 150mm thickness.
- **VARIATION REQUESTED** - The length of the "road" to be **greater than 50 metres**.

4.1.3 - Design Requirements for Lots

- 50% of the proposed lots must direct access to a public road.
- **VARIATION REQUESTED** - The new lots will not have direct access to a public road but to a new right of carriageway.

The objectives of this clause "to provide lots in subdivisions which provide the orderly development of the land and which can accommodate future developments of a high standard" are clearly met by the proposed 6-lot subdivision, access, lot arrangement and proposed building envelopes.

Appendix 5 - Road and Access Standards

- A Right of Way Category 2 road is specified to service 2-5 allotments.
- A Category 3 road is specified to serve 1-15 allotments.
- The number of lots proposed is 6.
- The RoC road will be constructed as a 6 metre wide gravel pavement and this satisfies the RFS.
- The nominal easement width will be 15 metres.
- The minimum basecourse thickness will be 150mm.
- The horizontal curve radii will be 90 metres or more.
- **VARIATION REQUESTED** – The applicant has proposed a RoC to serve 6 lots.

ASSESSMENT

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

State Environment Planning Policies (SEPPs)	State Environmental Planning Policies (Biodiversity and Conservation) 2021
Local Environmental Plan (LEP) (including draft LEPs)	Cooma Monaro Local Environmental Plan 2013 (CMLEP 2013)
Development Control Plans	Cooma Monaro Development Control Plan 2014 (CMDCP 2014)

SECTION 4.15 ASSESSMENT

REFERRALS

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 deemed to be Integrated Development under Section 4.46 of the Environmental Planning and Assessment Act 1979.

State or Federal Agency	Comments
NSW RFS	Response received. Conditions of consent and a Bush Fire Safety Authority have been provided.
Department of Planning Industry and Environment (Biodiversity and Conservation)	Response received, no objection to the development subject to conditions provided.
Essential Energy	Response received, no objection to the development subject to conditions provided.
Natural Resources Access Regulator	Response received, no objection to the development subject to conditions provided.

INTERNAL REFERRALS

Section	Comments
Development Engineering	Response received. No objection to the development and conditions of consent have been provided.

TRAFFIC AND CREEK CROSSING

Councils assessment identified the proposed development of 6 additional allotments is low impact based on Aus. Roads guide to traffic management Part 12.

Council's standards are outlined in the Cooma-Monaro Development Control Plan (DCP) 2014 Appendix 5 (below). The development road is deemed to be a Category 3 – Access Road applying to both Karinya Plains Road and the new private road. The applicant has proposed to construct the RoW (private road) to a category 3 – Access Road as per council standards with the exception of the bitumen seal. Upon assessment of the applicants variation request it has been concluded that the request is supported and conditions of consent if approval is granted have been provided to outline this position.

APPENDIX 5 Roads and access standards

ROAD STANDARDS FOR RU1, R5, E2, E3 AND E4 ZONES

Element	Category					
	1	2	3	4	5	6
	Right of Way 1 Lot	Right of Way 2-5 Lots	Access Road	Local Road	Collector Road	Arterial Road
Number of Lots served	1	2-5	1 - 15	16-30	>30	>30
VPD (AADT)/Lot	7	7	7	7	7	7
Design Traffic Volumes(VPD AADT)	7	8-35	7 -105	106-210	211-500	501-1000
Pavement Width (m)	3.0	3.5	3.7	6	6.6	7
Carriageway Width (m)	5	5.5	6	8	9	10
Bitumen seal (*Indicates see Note B below)	No*	No*	No* (Yes in R5)	Yes	Yes	Yes
Nominal Road Reserve Width (m)	10	10	20	20	20	30
Cul-de-Sac : Pavement head minimum radius (m)			12.5	12.5		
: Maximum turning head crossfall (%)			5	5		
: Throat minimum radius (m)			40	40		
Design of Alignment:						
a) General minimum design speed (kph) (C)	40	40	60	70	80	80
b) Desirable minimum horizontal curve radius (m)			90	150	220	220
Maximum Grade % (D)						
a) If unsealed surface using erosion resistant gravels	15	15	12			
b) If unsealed surface using sandy decomposed granite	7	7	7			
c) If sealed surface	20	20	12	12	12	10
Drainage Design Frequency						
1 in years () (E) (i)	2	2	20	20	100	100
(ii)	2	2	10	10	50	50
(iii)	2	2	5	5	10	20
(iv)	2	2	2	5	10	10
Minimum Basecourse Thickness (mm) (F)	75	100	150	150	200	200
Design Traffic Loadings (ESAs)						
a) attributable to each lot	3 x 10 ³	3 x 10 ³	3 x 10 ³	3 x 10 ³	3 x 10 ³	3 x 10 ³
b) for maximum lots allowed	3 x 10 ³	1.5 x 10 ³	4.5 x 10 ⁴	1 x 10 ⁵	2 x 10 ⁵	4 x 10 ⁵

Note: VPD=Vehicles per day

AADT=Average Annual Daily Traffic

ESAs=Equivalent Standard Axles

Note A from the Cooma-Monaro DCP 2014 (below) was used to calculate the amount of road to be sealed along the Karinya Plains Road frontage.

ROAD STANDARDS FOR RU1, R5, E2, E3 AND E4 ZONES

Notes:

- A Where a Category 3 road pavement is required to be sealed, a minimum seal width of 6m shall apply where the value of N x L>5.
N= number of lots/dwellings and L= length of road in kilometres to be sealed.

In assessment of the creek crossing on Karinya Plains Road, Councils Development Engineer has used the current standards below from the Cooma-Monaro DCP 2014 which identified that the existing culvert was built to current standard and therefore did not require upgrading.

- E
- (i) Bridge Structure with effective waterway area >30 square metres.
 - (ii) Major Culvert Structure with effective waterway area >3 <30 square metres.
 - (iii) Minor Culvert Structure with effective waterway area <3 square metres.
 - (iv) Catch Drains.
- Adequate provision shall be made for major system flows in all situations up to 1 in 100 Year design.

Upgrades are not triggered by increased allotments or dwelling numbers in this regard but are based on size or body of waterway to culvert requirements.

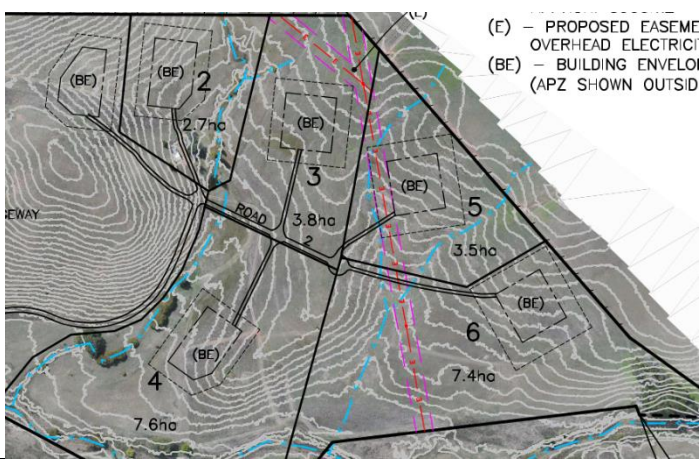
LEGISLATIVE REQUIREMENTS ASSESSMENT UNDER SECTION 4.15 OF EP&A ACT

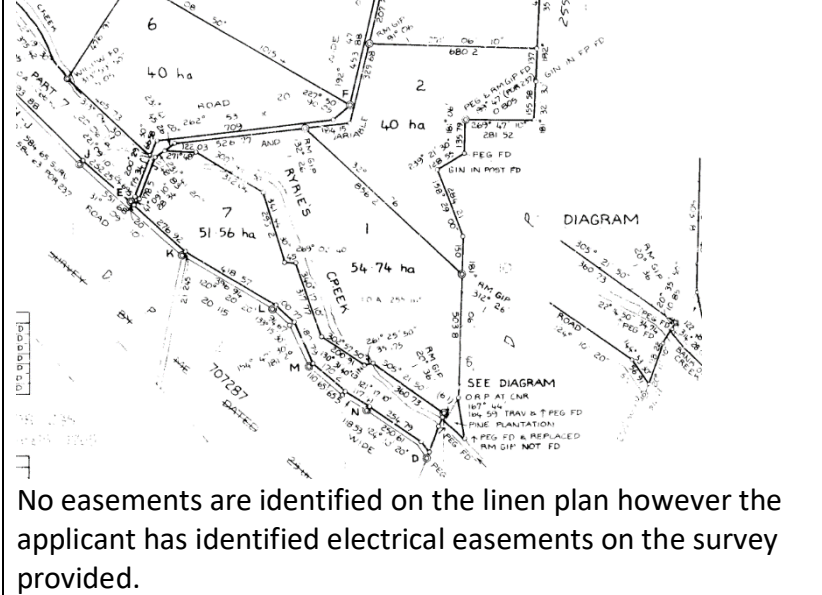
As required by the Environmental Planning and Assessment Act, 1979, Section 4.15, the following relevant matters are addressed below:

- 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

Slope	The slope of the site varies with the area proposed for building envelopes 3 – 6 appearing in small slope whilst Lots 1 and 2 are a slightly steeper gradient.
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Significant vegetation	Significant vegetation is present on the site – The applicant has provided a BDAR which was referred to DPE for comment. The applicant has proposed entering Lot 1 into a Stewardship Agreement which has been found to be satisfactory position.
Adjoining development	Adjoining developments of a similar nature, scale and design to proposal.
Suitability of proposed works / building	Generally acceptable having regard to constraints of the land.
Streetscape	Proposal generally compatible with adjoining development.
Stormwater disposal	On-site.
Services	Electricity / telephone will be able to be provided water will need to be managed onsite.
Views	nil impact to and from site.
Contamination	nil identified.
Bushfire	The subject site is classified as bushfire prone land and referral to NSW RFS undertaken.
Flooding	The site is recognized to have an area toward the south western boundary of the site as flood prone.
Vehicular access	The site can gain coinciding legal and practical direct access to Karinya Plains Rd and access will be provided via individual access points via a proposed right of carriageway (Private Road)

<p>Easements and restriction on use</p>	 <p>No easements are identified on the linen plan however the applicant has identified electrical easements on the survey provided.</p>
<p>Aboriginal sites</p>	<p>nil identified on-site.</p>
<p>Threatened species</p>	<p>Legless Lizard (<i>Delma impar</i>) have been identified as having a heavy presence on this site and Gang-gang Cockatoo (<i>Callocephalon fimbriatum</i>)</p>
<p>Grasslands</p>	<p>Natural temperate grassland classification.</p>
<p>Rivers/streams</p>	<p>Ryries Creek lies to the south of the site with flow from the proposed sites falling toward the creek.</p>
<p>Effluent disposal</p>	<p>Onsite.</p>
<p>Prevailing winds</p>	<p>nil impact.</p>
<p>Easements</p>	<p>nil affected by this proposal.</p>
<p>Other matters</p>	<p>nil</p>

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:

State Environmental Planning Policy (Biodiversity and Conservation) 2021

The applicant has address the requirements of the Biodiversity Conservation Act 2016 and has prepared a full BDAR demonstrating they have attempted to avoid and minimise impacts before addressing the offset credit requirements which for the proposal have been calculated as being 7 species credits relating to the striped legless lizard loss of habitat and 5 ecosystem credits relating to the loss of Temperate Montane Grasslands.

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

- The subject land is zoned: R5 - Large Lot Residential
- Definition of land usage under CMLEP 2013: Subdivision for residential use

- 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.

The land is zoned R5 – large lot residential with the objectives of the zone being...

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.

The proposal demonstrates how environmentally sensitive locations can adapt to protect the biodiversity and still provide for rural residential development.

- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.

The proposal is on boundary of R5 and RU1 which is not likely to be proposed for smaller lots however the site will still allow for the orderly growth of the area in the future.

- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.

The proposal will see increased numbers of traffic on Micalago Road however the road design and construction has sufficient capacity to accommodate this increase. Council has identified local roads as an area of contribution allocation.

- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The proposal is consistent with uses on adjoining property.

- To promote an innovative and flexible approach to rural residential development

The proposal is innovative and flexible after consideration of all environmental factors has determined site layout.

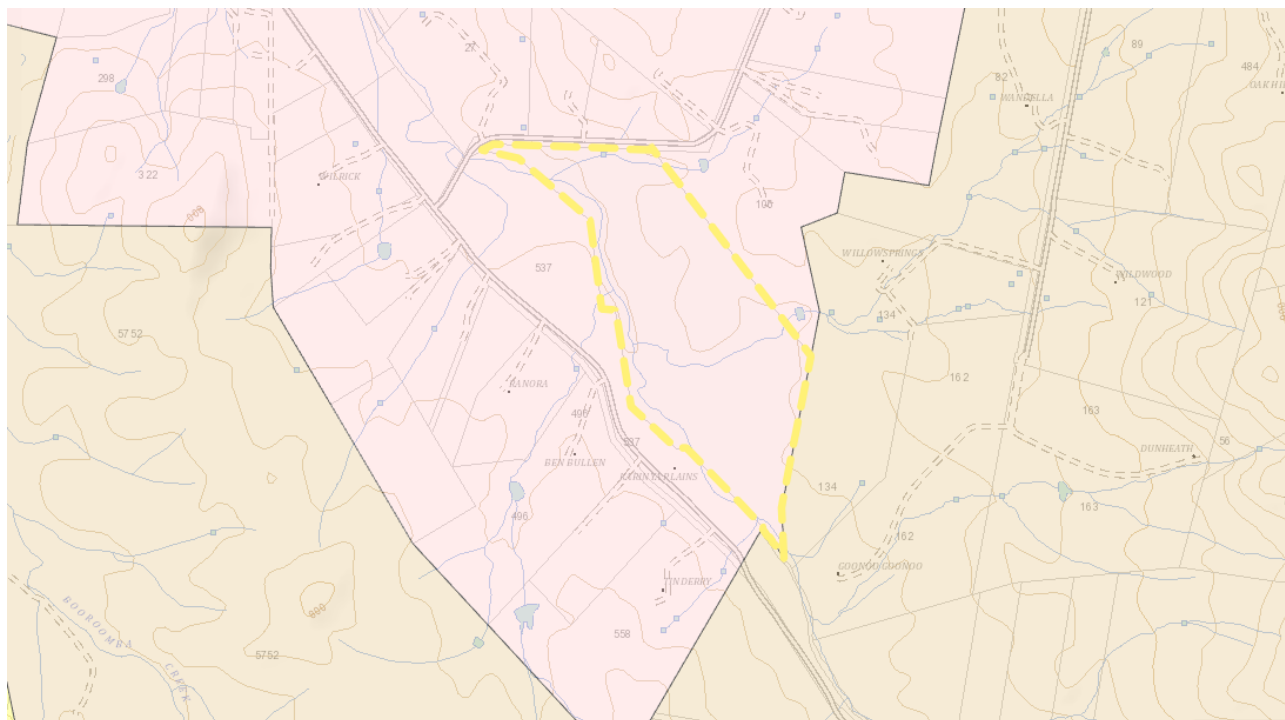


Figure 11: Land zone map – R5 zone marked in pink over subject site and RU1 marked in brown.

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

CI 4.1B Subdivision using lot size

The site is currently 54.74 hectares with the minimum lot size as outlined in the CMLEP 2013 Lot size map as being 8 hectares.

The applicant proposes to utilise the provisions of clause 4.1B to allow for smaller lot sizes to occur. By lot averaging the proposal is for 6 lots on this site with a minimum size permissible under this clause being 2 hectares.

The applicant has proposed...

Lot 1 – 29.7 hectares

Lot 2 – 2.7 hectares

Lot 3 – 3.8 hectares

Lot 4 – 7.6 hectares

Lot 5 – 3.5 hectares

Lot 6 – 7.74 hectares

The proposal complies with the requirements of 4.1B.

CI 5.10 Heritage Conservation

An AHIMS search provided by the applicant indicates no Aboriginal Heritage are identified on the site. A desktop review (AHIMS Basic Search) of the site showed no recorded aboriginal heritage sites on the property or within a 50 metre buffer.

CI 5.16 Subdivision of, or dwellings on, land in certain rural, residential or environment protection zones

(4) The following matters are to be taken into account—

(a) the existing uses and approved uses of land in the vicinity of the development,

(b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development,

(c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b),

(d) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c).

Consideration of this clause identifies that the lot is consistent with most land uses in the area.

The lot is adjacent to RU1 zoned land however a site inspection identified the use in neighbouring lots appears to be similar to that proposed being of large lot residential blocks or grazing of horses and some farm animals.

The proposal is not considered to be incompatible.

CI 5.21 Flood Planning

The subject property is identified as being flood prone land with Ryries Creek running along the Southern boundary.

The proposed building envelopes and access route are on elevated land and are not on flood prone land. The site lies outside the scope of councils flood mapping.

CI 6.1 Earthworks

Minimal earthworks of an ancillary nature only is proposed e.g. to create access to site and to ensure the all-weather ROW track is two wheel accessible.

CI 6.3 Terrestrial biodiversity



LEP Terrestrial biodiversity mapping



Biodiversity Values Map

The applicant has provided a full BDAR identifying every effort to avoid, minimise and protect any threatened species has been conducted.

The BDAR was forwarded to BCD for comment. General terms of approval have been issued requiring the offset of credits as outlined in the BDAR.

CI 6.4 Groundwater vulnerability

A land capability assessment has been provided demonstrating compliance with this clause can be achieved. Building envelopes and effluent disposal areas have been addressed in the land capability assessment as they are outside the mapped area and to ensure groundwater is protected.



Groundwater Vulnerability Map

CI 6.6 Riparian land and watercourses

The existing watercourses and drainage lines have been taken into consideration to guide the layout and placement of building envelopes to minimise impacts.

All 1st order, 2nd order and 3rd order streams and their appropriate buffers have been applied to the plan to determine building envelope placement.



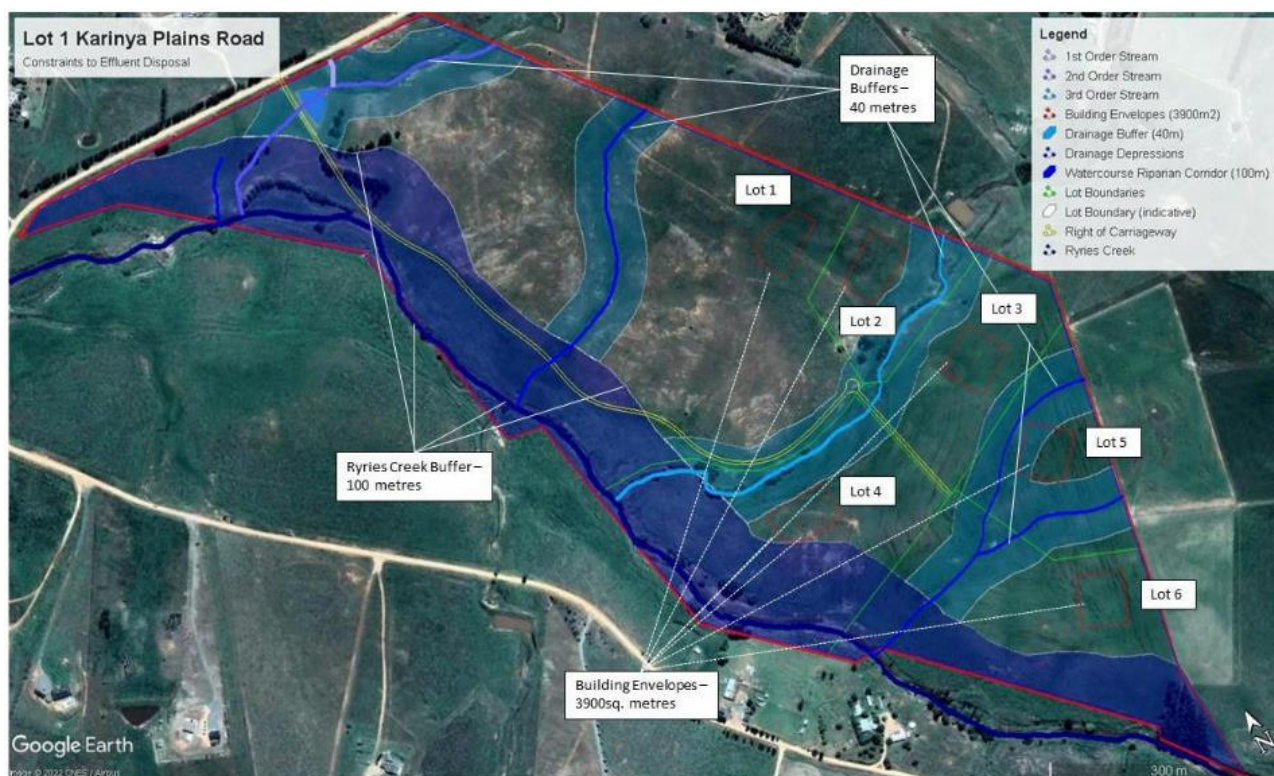


Figure 10: Property Constraints to Effluent Disposal

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SNOWY MONARO REGIONAL COUNCIL

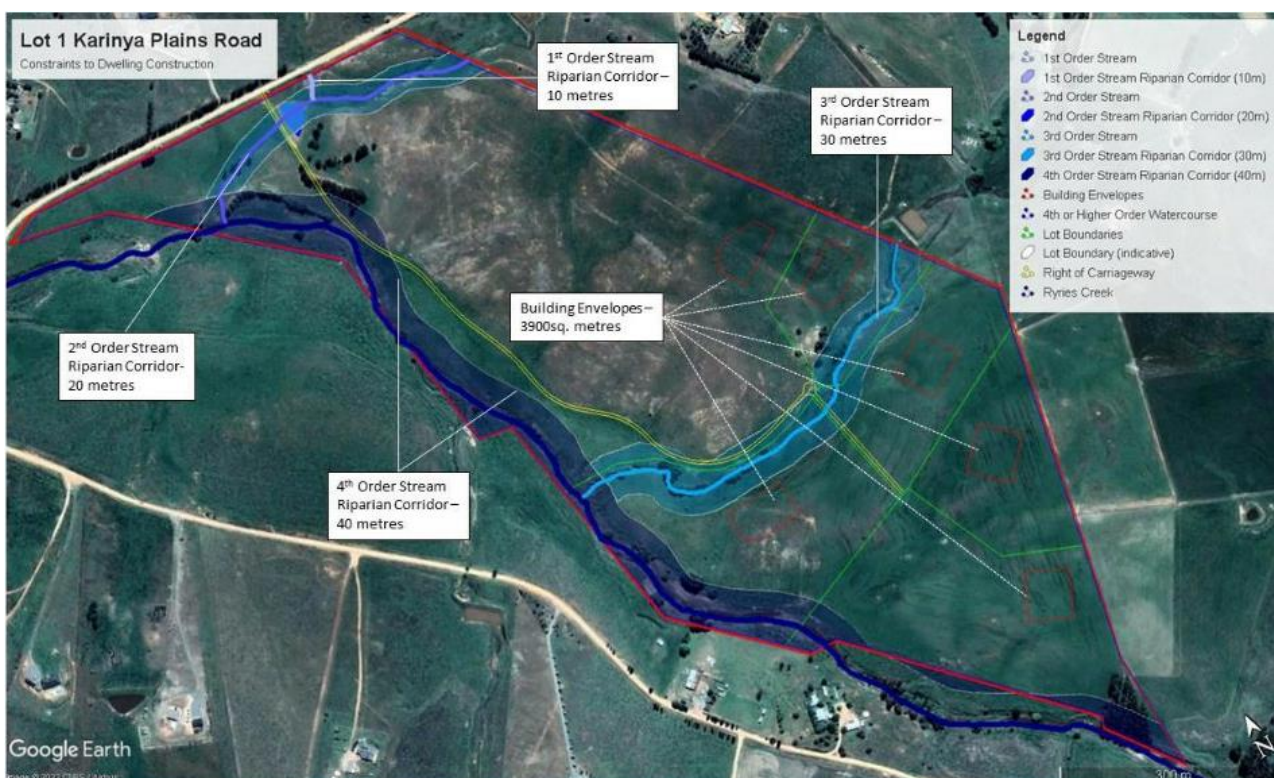


Figure 11: Constraints to Dwelling Construction

Received
SNOWY MONARO REGIONAL COUNCIL

CI 6.10 Essential services

The development proposes the following services essential for future development to be available;

- The supply of water is proposed to be managed on site using rainwater tanks.

- b. The supply of electricity is proposed to be provided by connecting to mains infrastructure.
- c. The disposal and management of sewage is proposed to be managed on site within the building envelopes proposed.
- d. Stormwater drainage to be managed on site.
- e. Vehicular access is via access of a Council maintained road being Karinya Plains Road and then via a proposed right of way.

The subject land has both practical and coinciding access and as such the proposed subdivision meets the requirement of having being able to provide adequate access arrangements.

The proposal has also been examined in detail against the provisions of Council's LEP and has been found to achieve an acceptable level of compliance.

Assessment against the relevant provisions of the 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 The requirements of this clause apply to development in the following Zones: R1, R2, RU5, B1, B2, B3, B4, B5. It also applies in Zone R5 only in instances where the minimum front setback under this plan is not met	Not relevant – the current proposal will not affect or change the streetscape.
2.2 Building height and bulk This clause is applicable to all Zones. Non-habitable buildings and structures need only comply with the objectives of this clause in 2.2.1. Clauses 2.2.2 and 2.2.3 do not apply to such proposals. 2.2.1 Objectives <ul style="list-style-type: none"> • To ensure new buildings respect the scale of the existing built form in the local area. • To ensure the distribution of building height and scale preserves and enhances neighbourhood amenity. • To prevent excessive over-shadowing, allowing daylight access to surrounding buildings. • To retain important landscape vistas. • To retain the rural character of the Cooma-Monaro local government area. 	Not applicable – the current proposal for a subdivision will not affect or change the height or bulk.
2.3 Building Setbacks	

<p>This clause is applicable to all Zones. Non-habitable buildings and structures need only comply with the objectives of this clause in 2.3.1. Clauses 2.3.2 and 2.3.3 do not apply to such proposals.</p> <p>2.3.1 Objectives</p> <ul style="list-style-type: none">• To enhance the character of a street or road.• To ensure compatibility with other buildings on adjoining lots.• To encourage the provision of landscaping and open space.• To provide adequate separation between buildings consistent with the character, amenity and safety expectation of a locality. <table><tr><th>Zone</th><th>Front Setback</th><th>Side Setback</th><th>Rear Setback</th><th>Corner Lots Secondary Frontage</th><th>Comment</th></tr><tr><td>R5 minimum lot size >2ha</td><td>50</td><td>10</td><td>25</td><td>25</td><td>Domestic outbuildings, garages and sheds may observe the side and rear setbacks of R5<2ha lots</td></tr></table>	Zone	Front Setback	Side Setback	Rear Setback	Corner Lots Secondary Frontage	Comment	R5 minimum lot size >2ha	50	10	25	25	Domestic outbuildings, garages and sheds may observe the side and rear setbacks of R5<2ha lots	<p>Not applicable – the current proposal for a subdivision will not affect or change any building setbacks.</p> <p>The building envelopes proposed will ensure the setback requirements are achievable.</p>
Zone	Front Setback	Side Setback	Rear Setback	Corner Lots Secondary Frontage	Comment								
R5 minimum lot size >2ha	50	10	25	25	Domestic outbuildings, garages and sheds may observe the side and rear setbacks of R5<2ha lots								
<p>2.4 Crime and Safety</p> <p>2.4.1 Objectives</p> <ul style="list-style-type: none">• To increase the likelihood crime may be prevented by detection.• To increase and contribute to the safety and perception of safety in public and private spaces.• To encourage the consideration and application of crime prevention principles when designing and siting buildings and spaces.• To encourage dwelling layouts that facilitates safety and encourages interaction and recognition between residents.	<p>Not applicable – the current proposal for a subdivision will not affect or change any crime and safety.</p> <p>The proposal is not likely to increase any crime or safety concerns in the area.</p>												
<p>2.5 Vehicular access and roads</p> <p>2.5.1 Objectives</p> <ul style="list-style-type: none">• To ensure that roads and access points to properties are safe for all road users.• To ensure that construction is to a satisfactory standard which minimises future maintenance.• To minimise disputes over access roads amongst members of the community.• To provide access to multiple lots from the same road where possible.• To provide direction for applicants seeking to use	<p>The proposal complies with the objectives and requirements of this clause.</p> <p>The lots proposed have legal and practical access that is safe for all users.</p>												

<p>Crown roads for access</p> <p>2.5.2 Performance based requirements</p> <ul style="list-style-type: none"> • The vehicular access is legal and practical. • Roads and property access points must be safe for all road users. <p>2.5.3 Prescriptive Requirements</p> <p>2.5.3.2 Property Entrances Zones RU1, R5, E2, E3, E4</p> <ul style="list-style-type: none"> • Entrances shall comply with the provisions of Council's SFEW – Section D1.22 and Appendix 6 in this Plan. • Access on classified roads shall comply with Roads and Maritime Services requirements where works within the road reserve will occur as part of the development. <p>2.5.3.3 Timing for the construction of access points and traffic issues during the construction phase</p> <ul style="list-style-type: none"> • Vehicular access points to a development will need to be constructed in full prior to the release of any Occupation Certificate for a building on the site. • Vehicular access points to a development need to be constructed in full prior to the release of a Subdivision Certificate in Zones RU1, R5, E3 and E4. In other zones construction of the access point may wait until a building is constructed on the lot, unless during the development assessment process a specific circumstance arises which makes it prudent to require construction of the access point at subdivision stage. • Where it is likely that there will be traffic safety issues during construction because of the type of vehicles to be used, their frequency, and the location and standard of the existing access points, a 'Traffic Control Plan During Construction' will need to be submitted with the development application. The Traffic Control Plan will need to include details of the establishment of safe entry and egress points for construction traffic along with the type of vehicles to be used, and their likely frequency. <p>2.5.3.4 Rights of Carriageways (Rights-of-Ways)</p> <ul style="list-style-type: none"> • The term Right-of-Way in this Clause refers to a vehicular access arrangement to a site. It does not refer to a Right-of-Footway or any other easement 	<p>Conditions to be applied to ensure compliance with this clause.</p> <p>Complies</p> <p>Conditions to ensure compliance will be added</p> <p>Not applicable</p> <p>To be conditioned.</p> <p>To be conditioned.</p> <p>To be conditioned.</p> <p>The applicant has proposed a variation to this clause from the required length of right of way maximum distance of</p>
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which does not provide vehicular access.

- When considering a Right-of-Way in a development, consideration should be given to utility services to be provided to the lot/building. It is much easier to obtain utility services where the lot has direct frontage to a public road, which is usually where the utility service is located. Where a utility service needs to be provided across an adjoining lot an easement is required. Obtaining the easement involves negotiation with the adjoining property owner/s. There may also be other issues due to the fact that a lot served by a Right-of-Way is likely to be landlocked.

- The length of a Right-of-Way will be in accordance with the following table:

Table 4: Maximum permitted lengths of Rights-of-Ways for difference zones (in metres)

	RU1, E3 & E4	RU5, R1 & R2	R5	Business zones	IN1
Length of Right-of-Way	No fixed length but must only burden one other lot which must front a public road	25	50	Any length	20

- An 88B Instrument to be created under the Conveyancing Act 1919 in connection with any new Right-of-Way must specify which allotments are responsible for the maintenance works and cost of maintenance works of the Right-of-Way and in what specific proportions.

- A Right-of-Way is to be constructed in accordance with the engineering requirements for the particular zone as shown in the Tables of Appendix 5.

50m to approximately 900m to the first allotment.

The applicant conducted consultation with Councils Development Engineer prior to application who provided the following response...

"I consider that a R.O.W would be a more acceptable solution for this access. I doubt you could achieve a public road standard given the topographical constraints. Also, there is the issue of Council acceptance of further asset. Council has recently accepted a similar R.O.W. for a subdivision in Micalago Road between the railway line and Karinya Plains Road (now signposted as a private road - Horseshoe Lane)".

Based on this advice the right of way is being considered as being a private road and utility services will not be affected by this variation. This will allow adjustments to gradients and ease of maintenance by landowners. As such the variation is supported.

Requirements for the ROW to be added to a s88b instrument which will a condition of consent to ensure compliance.

Road deemed to be Category 3 road but variation sought to build to Category 2 right of way built to category 3 standard minus the bitumen seal. This will allow for adjustments to gradients and ease of maintenance by landowners. As such the variation is supported.

To be conditioned.

2.6 Stormwater

2.6.1 Objectives

- To prevent impact on adjoining properties or the environment from stormwater generated by new

To be managed on site – can comply.

Further conditions to ensure compliance with this clause will be

<p>development.</p> <ul style="list-style-type: none"> • To ensure that appropriate legal arrangements are made where necessary. • To specify the circumstances where on-site detention systems are required. 	<p>added.</p>
<p>2.7 Energy efficiency</p> <p>The controls below apply to buildings not affected by BASIX. The requirements of this section are complementary to the BASIX requirements.</p> <p>Development Applications should provide a BASIX certificate to support the development application materials where this is applicable. If this is not applicable, the development application must comply with the table below:</p>	<p>Not applicable to the proposal.</p>
<p>2.8 Erosion and sediment control</p> <p>2.8.1 Objectives</p> <ul style="list-style-type: none"> • To prevent the erosion of land. • To prevent the movement of sediment. • To prevent the pollution of watercourses. • To establish site stability as soon as possible following earthworks 	<p>Complies – the current proposal for a subdivision is not likely to impact on erosion and sediment greatly with access/driveway works being the only work than will be required.</p>
<p>2.9 Landscaping</p> <p>2.9.1 Objectives</p> <ul style="list-style-type: none"> • To enhance the amenity of an area and development by improving the streetscape and softening the visual impact of buildings. • To encourage retention and use of mature vegetation, particularly large and medium sized trees. • To naturally improve privacy, amenity and solar performance of buildings and spaces. • To promote energy efficiency by enhancing both solar access and shade. • To assist with stormwater management. 	<p>Not applicable to the proposal.</p>
<p>2.10 Off-street parking and delivery vehicle facilities</p>	<p>Not applicable to the proposal.</p>
<p>2.11 Infrastructure and Easements</p> <p>2.11.1 Objectives</p> <ul style="list-style-type: none"> • To ensure infrastructure within or adjacent to a 	<p>Complies – Electrical easement on the</p>

<p>development site is identified and protected from harm.</p> <ul style="list-style-type: none"> • To require consideration of potential infrastructure impacts of a development at development application stage. <p>2.11.2 Performance based requirements</p> <ul style="list-style-type: none"> • Infrastructure within or adjacent to a site must be protected from harm by a development 	<p>site has been correctly identified and building envelope sited well clear.</p>
3 Controls for Specific Development Types – none applicable	
4. Requirements for Subdivision	
<p>4.1 Land (torrens title) subdivision</p> <p>4.1.1 Vehicular entrances to lots</p> <p>4.1.1.1 Objectives</p> <ul style="list-style-type: none"> • To provide clear standards for vehicular access in rural areas which are safe and efficient. • To require any vehicular access in rural areas to be located and built at subdivision stage. <p>4.1.1.2 Requirements</p> <ul style="list-style-type: none"> • For subdivisions in Zones RU1, R5, E2, E3 and E4 a vehicular access point is to be constructed in accordance with the standards for each zone identified in Chapter 2. The access point will be required to be constructed prior to the release of the Subdivision Certificate for the subdivision. • For subdivisions within Zones RU1, R5, E2, E3 and E4 the intended location of the vehicular access point for each lot is to be shown on the proposed subdivision plans. The location of the access point must be articulated on the plan in such a way that its intended location can be precisely located. The location must also comply with the design requirements in Council's Specification for Engineering Works, particularly in relation to sight distance along the road when using each access point. • Subdivisions undertaken on working farms for farming reasons (ie no change in landuse is intended) in which existing adjoining land under the same ownership extends back to a public road and the existing farm access can be utilised may be permitted to be carried out without the construction of a new access point for the lot provided a restriction to user 	<p>Complies with the objectives of this e with conditions to ensure compliance to be applied.</p> <p>Can comply - Conditions to ensure compliance with this clause.</p> <p>Complies – individual accesses are shown on the plan via a right of carriageway.</p> <p>Not applicable.</p>

<p>is registered on the lot(s) preventing the use of land or construction of new buildings for any use other than extensive agriculture. Council is to be empowered to release, vary or modify the restriction.</p> <p>4.1.2 Construction of roads</p> <p>4.1.2.1 Objectives</p> <ul style="list-style-type: none"> • To provide safe and efficient roads of a standard appropriate to the number of lots they serve. • To clearly articulate Council's requirements regarding such roads. <p>4.1.2.2 Requirements</p> <ul style="list-style-type: none"> • The use of cul-de-sacs and their appropriateness in the subdivision design shall have regard to the following principles: <ul style="list-style-type: none"> ⊗ traffic flow in the general area – cul-de-sacs tend to concentrate traffic flow and impacts rather than disperse them ⊗ safety and community – cul-de-sacs tend to promote more sense of community and safety due to the quiet and secluded nature of the streets and the increased opportunities for passive surveillance ⊗ pedestrian linkages – cul-de-sacs can make it hard to walk through a neighbourhood and for this reason can promote pedestrian laneways which become crime hotspots ⊗ supply of services – cul-de-sacs may not be an efficient way of providing services to a subdivision which may increase cost of development ⊗ lot shapes – cul-de-sacs can promote awkward lot designs and shapes which may make it harder to achieve good building design in the future. • Roads should be designed to follow contours of the land as much as possible rather than going directly up or down hills and valleys. • Road construction standards will be required to comply with the tables in Chapter 2 of this Plan. This applies not only to new roads constructed in a subdivision, but also to existing roads servicing a subdivision. Where an existing road is not of the required standard detailed in Chapter 2 for the size and type of subdivision proposed, upgrading works to these roads will be required. The extent of upgrading will include all the frontage of the proposed subdivision to the road and additional works beyond the subdivision frontage where traffic from the new subdivision is likely to result in significantly higher 	<p>The proposal can comply with the objectives of this clause.</p> <p>Complies</p> <p>Cul-de-sacs are proposed with minimal traffic flow and are quiet and secluded. minimal pedestrian use likely</p> <p>Complies – the main access road runs along the contour of the land</p> <p>Complies with the requirements of chapter 2</p>
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<p>traffic volumes on the road than are existing.</p> <ul style="list-style-type: none"> • New roads constructed as part of the subdivision are to be dedicated to Council as public roads, unless the road will be a private road covered by a Right-of Carriageway easement created under Section 88B of the Conveyancing Act 1919. <p>4.1.2.3 Road System, Kerb and Guttering in R1, R2, B3, B4, B5 and IN1 Zones</p> <p>4.1.2.4 Road System, Kerb and Guttering in RU5 Zones</p> <p>4.1.2.5 Road System in R5 Zones</p> <ul style="list-style-type: none"> • Sealing of a new road system will be required for roads which will be created in new subdivisions off an existing sealed road or the extension of an existing sealed road. • For roads which will be created in new subdivisions off an existing unsealed road, sealing of the new road system will be required under the following conditions: <ul style="list-style-type: none"> • where traffic volumes are likely to exceed one hundred (100) vehicles per day • where there are causeways, floodways, and approaches which may be subject to regular flooding on any section of the road • where pavement base courses are chemically stabilised on any section of the road • on superelevated pavements, which are likely to be subject to scouring from undesirable cross pavement water flows on any section of the road. <p>4.1.2.6 Street lighting and name signs</p> <ul style="list-style-type: none"> • Street lighting will be required for new roads within a subdivision in Zone R1, R2, all Business Zones, IN1 and RU5. • Street lighting will be required in Zone R5 where the subdivision will connect directly to other existing roads provided with street lighting. • The developer shall be responsible for the establishment of street lighting and street name signs on all new roads within a subdivision. The design and layout of street lighting shall comply with AS 1158 – Road Lighting. 92 <p>4.1.2.7 Stock-proof fencing</p> <ul style="list-style-type: none"> • Where a subdivision in zone RU1, E3 or E4 requires the construction of a new public road, the developer 	<p>To be conditioned for an 88B for the private road to be maintained as a right of way.</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p> <p>To be conditioned</p> <p>Not applicable</p>
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<p>shall provide a stock-proof fence to all road frontages and public open space areas to the following standard unless Council agrees to a variation prior to erection:</p> <ul style="list-style-type: none"> - Fence height 1.2 metres - Posts at 6 metre centres - Infill of fence to be of sufficient strength to retain stock - Must not be a single wire fence - Must not be a single wire electrified fence <p>4.1.3 Design requirements for lots</p> <p>4.1.3.1 Objectives</p> <ul style="list-style-type: none"> • To provide lots in subdivisions which provide for the orderly development of the land and which can accommodate future developments of a high design standard. <p>4.1.3.2 Requirements</p> <ul style="list-style-type: none"> • For subdivisions involving ten (10) new lots or more, a minimum of nine (9) lots for every ten (10) lots (or multiples of ten (10) lots) in the subdivision must have direct frontage to a public road. • For subdivisions involving up to nine (9) lots, the majority of the new lots to be created must have direct frontage to a public road. Where an even number of lots are proposed, at least 50% of the proposed lots must have direct access to a public road. • In Zones R1, R2 and B4, all new lots must have a minimum street frontage of 10 metres, unless the lot is accessed by a battle-axe access handle or a Right-of-Way which complies with the provisions in this DCP. • In Zones IN1 and B5 all new lots must have a minimum street frontage of 20 metres, unless the lot is accessed by a battle-axe access handle or a Right-of-Way which complies with the provisions in this DCP. • Splay corners – corner lots in subdivisions are to provide a splay corner to improve sight lines at intersections and allow for infrastructure provision in the road reserve. Standard splays required are 3 metres x 3 metres (R1, R2, B4 and RU5 Zones), 6 metres x 6 metres (IN1 and R5 Zones) and 10 metres x 10 metres (RU1 and E Zones). Council may require splays of a greater distance where site specific circumstances warrant a larger splay for traffic safety. 	<p>Complies with the objectives of this clause.</p> <p>Not applicable</p> <p>The applicant has proposed a variation to this clause as the provisions of direct frontage to a public road have not been met. Only one lot out of the six has direct frontage to Karinya Plains Road. The applicant is proposing access via a right of way to a road standard that will not be considered a council asset but will remain a private road as advised by council's development engineer during consultation phase.</p> <p>The lots will have frontage to this private road and the subdivision design allows for the orderly development of the land and the protection of significant biodiversity features. As such variation is supported.</p> <p>Conditions for 6m x 6m splay can be added to the conditions of consent.</p>
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<p>In zones not mentioned above splays will be determined on a case by case basis.</p> <ul style="list-style-type: none"> • The shape of all new lots to be created must provide adequate space for a future building to be erected on the lot which can comply with the setback provisions of this Plan. • New lots in Zone RU1 must have a minimum width in any direction of at least 150 metres, however this requirement does not apply to that part of the lot used primarily for providing the vehicular access. • Battle axe handles may be provided to lots in accordance with the following table: • The pavement width of a battle axe will be 3 metres where 1 lot is served by the battle-axe and 3.5 metres where 2-5 lots utilise the same battle-axe. • No more than two (2) battle handles may be located adjacent one another at the street frontage. • Subdivisions creating between two and nine (2-9) new lots in Zones R1, R2 and RU5 must not have more than 50% of their lots serviced by battle axe handles. Subdivisions of ten (10) or more new lots in these zones may only have a maximum 10% of their lots serviced by battle axe handles. • A splayed access area to a lot ceases to be considered a battle axe when its width exceeds 30 metres. An area where the access corridor is less than 30m in width is required to comply with the standards in Table 9 above. Figure 7: Splayed access corridor <p>4.1.4 Road widening, survey and dedication</p> <p>4.1.5 Provision of open space</p> <p>4.1.6 Landscaping and street trees</p> <p>4.1.6.1 Objectives</p> <ul style="list-style-type: none"> • To improve the quality of future streetscapes within subdivisions by requiring landscaping within public road reserves. 4.1.6.2 Requirements • New subdivisions in Zones R1, R2, R5, RU5, B4, B5 and IN1 must provide street trees and landscaping at the following rates: 	<p>Complies - the proposed building envelopes provide sufficient space for a dwelling to comply with the setback requirements.</p> <p>Not applicable – zoned R5</p> <p>Complies – a single ROW</p> <p>Not applicable – zoned R5</p> <p>Not applicable</p> <p>Not applicable – zoned R5</p> <p>Not applicable</p> <p>Not applicable.</p> <p>Not required.</p> <p>The provision for open space does not appear relevant to the proposal as there is no accessible public area or close proximity to the community.</p> <p>Not applicable – 1 per 30m of road frontage only applies to lots under 1 ha.</p>
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Table 10: Landscape requirements

Landscaping element	R1, R2, B4 & RU5	R5	B5	IN1
Street trees	1 per new lot Note: Corner lots are required to provide 2	1 per 30 metres of road frontage - only applies to lots under 1 ha in size	1 per 10 metres of road frontage	1 per 25 metres of road frontage
Establishing grass cover on verges	Yes	Yes	Yes	Yes

4.1.7 Stormwater

4.1.7.1 Objectives

- To ensure adequate provision is made at subdivision stage for the disposal of stormwater run-off from new future development.

4.1.8 Provision for Utility Services

4.1.8.1 Objectives

- To specify the requirements for particular utility services at subdivision stage, to ensure that new lots are adequately serviced.

4.1.8.2 Requirements

- The method of electricity supply in all new subdivision involving the construction of a new public road is to be underground.
- The method of electricity supply in all new subdivision not involving the construction of a new public road shall match the existing supply arrangements to the site.
- A 'Notice of Arrangement for Electricity Supply to a new Subdivision' will be required to be submitted to Council prior to release of a Subdivision Certificate for any subdivision that is likely to result in the creation of new vacant lots for future habitable buildings.
- A 'Provisioning Confirmation' letter from a telephone service provider will be required for all new subdivisions in all zones. This may not be required in Zones RU1 or RU3 if it can be demonstrated that an alternative reliable telephone service is available to all lots in the subdivision.
- Utility services within the subdivision which cross one lot to benefit another are to be protected by easements created under Section 88B of the Conveyancing Act, 1919.
- Where an easement is required to be created across an adjoining property to benefit the development,

The proposal can comply with the objectives and requirements of this clause.

Conditions will be applied to ensure compliance with this clause.

To be conditioned

To be conditioned

To be conditioned

To be conditioned



To be conditioned

To be conditioned

<p>the applicant must obtain the written consent of all land owners of the affected lands, including Council if it is a land owner, and provide this with the development application.</p> <ul style="list-style-type: none"> • Within the town of Cooma where reticulated gas is available it must be supplied to a new subdivision. The developer is responsible for all costs of providing gas supply to all lots created by a subdivision. 97 <p>4.1.9 Water supply and sewerage systems</p> <p>4.1.10 Staged subdivisions</p> <p>4.1.11 Building Envelopes</p> <p>Building envelopes can benefit a subdivision by providing a focus area for any additional reports that are required, such as the suitability for effluent disposal, threatened species, etc. This can lower the cost of preparing such reports because the areas likely to be disturbed are known. Building envelopes also provide certainty 101 for future buyers of the land and also permit faster building approvals on the lot. However building envelopes also reduce the location options for future buildings which may not be appealing to some potential buyers.</p> <p>4.1.11.1 Objectives</p> <ul style="list-style-type: none"> • To allow the provision of building envelopes within a subdivision to be optional in most zones, but where provided, to set particular compulsory standards for such envelopes. Note: A building envelope must be provided for subdivisions in Zone E3 and E4. Council may request that a building envelope be provided in certain other circumstances where the constraints of a lot are such that future owners should not be permitted to build anywhere else. <p>4.1.11.2 Requirements</p> <ul style="list-style-type: none"> • Building envelopes on proposed lots must comply with all necessary building setbacks as per the relevant zone (see Chapter 2). • Building envelopes are to be designed to cater for all proposed outbuildings and structures, including rainwater tanks, which are likely to be erected on the lot. • In Zone RU5, building envelopes must not encroach on areas proposed for future effluent disposal, including reserve areas. 	<p>Not applicable</p> <p>No water or sewer connections in the area – future development will need to provide and manage these on-site.</p> <p>Not staged</p> <p>Complies - s88B would be for future buildings or dwelling only.</p> <p>The building envelope proposed complies with the objectives of this clause.</p> <p>Complies – The building envelopes proposed are all a minimum of 50m from adjoining boundaries.</p> <p>Complies – building envelopes will be conditioned to ensure they contain all structures.</p> <p>Not applicable – zoned R5</p>
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<ul style="list-style-type: none">• Building envelopes are to be located in areas which minimise the impact of a future building on the environment. Ridgelines, steeply sloping areas, riparian lands and areas of good quality vegetation are to be avoided.• Vehicular access to a building envelope must be able to be constructed in accordance with the standards for a category 1 road in Appendix 5. In circumstances where this may not be achievable the applicant is required to supply basic design drawings to demonstrate the access to building envelope will meet the standards in Appendix 5. Access to a building envelope should be achievable for a 2WD vehicle in all weather.• The sizes of building envelopes must be in accordance with the following table: <table><caption>Table 11: Building envelope areas in square metres</caption><thead><tr><th>Building Envelope</th><th>RU1, E3 & E4</th><th>R5</th><th>RU5</th><th>R1 & R2</th></tr></thead><tbody><tr><td>Minimum size</td><td>2000</td><td>1000</td><td>500</td><td>300</td></tr><tr><td>Maximum size</td><td>6000</td><td>4000</td><td>1000</td><td>600</td></tr></tbody></table> <ul style="list-style-type: none">• More than one building envelope can be placed on a lot provided that when combined they do not exceed the overall areas shown in the table above.• Building envelopes will be required to be shown on the plan of subdivision for the development prior to release of the Subdivision Certificate. <p>4.1.12 Rural Addressing</p> <p>4.1.12.1 Objectives</p> <ul style="list-style-type: none">• To ensure new lots in rural areas can be located easily, particularly by emergency services vehicles. <p>4.1.12.2 Requirements</p> <ul style="list-style-type: none">• All lots in new subdivisions in the RU1, E2, E3, E4 and R5 Zones will be allocated a new rural address number as part of the development consent.• The applicant will be required to ensure the rural address number plate is installed for each lot prior to release of the Subdivision Certificate. <p>4.1.13 Reports required with subdivisions</p> <p>4.1.13.2 Performance based requirements</p> <ul style="list-style-type: none">• Subdivisions in areas which are unsewered will be required to submit a report from a consultant	Building Envelope	RU1, E3 & E4	R5	RU5	R1 & R2	Minimum size	2000	1000	500	300	Maximum size	6000	4000	1000	600	<p>Complies</p> <p>Complies – conditions to be applied</p> <p>Complies</p> <p>Lot 1 – 3538m2</p> <p>Lot 2 – 3800m2</p> <p>Lot 3 – 3800m2</p> <p>Lot 4 – 3500m2</p> <p>Lot 5 – 3800m2</p> <p>Lot 6 – 3800m2</p> <p>Not applicable – only one building envelope proposed for each new lot.</p> <p>Complies – this requirement will be conditioned.</p> <p>Rural addressing to be conditioned.</p> <p>The proposal can comply with the objectives and requirements of this clause with conditions to be applied to ensure compliance.</p>
Building Envelope	RU1, E3 & E4	R5	RU5	R1 & R2												
Minimum size	2000	1000	500	300												
Maximum size	6000	4000	1000	600												

<p>qualified in effluent land capability assessments in accordance with AS 1547 in investigating whether there is an area within each proposed new lot which is suitable for the disposal of effluent. Plans to scale are to be provided showing a suitable effluent disposal envelope which meets required buffers (from watercourses, buildings, etc) for each proposed allotment. This requirement does not apply where the lot to be created is for agricultural purposes or other such development that does not involve new habitable buildings, or in Zone RU1 where the proposed lot size is at least twice the minimum lot size applying to the land.</p> <ul style="list-style-type: none"> • Subdivisions which propose new lots in areas identified in the Terrestrial Biodiversity Map of the LEP will be required to submit a report investigating the impact of the proposed subdivision on threatened species, unless it is clear without a report that such impacts will be minimal or non-existent. • Subdivisions which are located, whether wholly or partly, on flood prone land or through which overland flow stormwater may pass during major storm events will be required to provide a flood assessment report by a suitably qualified consultant. The report should investigate the suitability of the proposed lots for their likely future use during storm events up to the 1% Annual Exceedance Probability (or average recurrent interval) event. A report may also be required if the subdivision site adjoins or is adjacent to flood prone land or land affected by overland flow if there is a reasonable probability the subdivision site may also be affected. <p>4.1.14 Post construction requirements</p> <p>For development involving the construction of new public works to revert to Council ownership the works must be maintained for a period of time until the bond for the works is released by Council. See clause 4.1.15 below for further information 103 regarding bonds.</p> <p>4.1.14.1 Work-as-Executed (WAE) drawings</p> <p>4.1.15 Monetary bonds for engineering works</p>	<p>Complies – a land capability assessment has been provided.</p> <p>Complies – a BDAR has been provided and referred to BCD.</p> <p>Not applicable – the subdivision has proposed all building envelopes away from Ryries Creek.</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p>
<p>4.2 Strata subdivision</p>	<p>Not applicable.</p>
<p>5. Development Involving Works – none applicable</p>	

6. Provisions for Specific Locations	
6.1 Bushfire Prone Land	 <p>The applicant has provided a bush fire report that has been referred to RFS as integrated development.</p> <p>The proposal complies with access requirements for subdivision with requirements for water and APZ being able to be conditioned as part of the separate applications for the dwellings to ensure compliance.</p>
6.2 Gateways	Not applicable.
6.3 Contaminated land	Not applicable.
6.4 Flood Prone Land	<p>The applicant has proposed all building envelopes away from any area likely to be subject to flooding.</p> <p>Councils has no flood mapping for this site.</p>
6.5 Heritage	Not applicable
6.6 Groundwater vulnerable land	

	Complies – the proposal lies outside the mapped area of groundwater vulnerability
6.7 Land to be acquired by Council for public road reserve	Not applicable.
6.8 Site Specific Development Control Plan Michelago	
1 – Subdivision Layout	
<ul style="list-style-type: none"> Lot dimensions should retain and protect existing vegetation. 	Complies
<ul style="list-style-type: none"> New lots created must have a minimum road frontage of 30m except where the lot is accessed via a right-of-way easement or battle-axe handle. 	Complies
<ul style="list-style-type: none"> Each lot should contain a building envelope of at least 10 x 15 metres, clear of any drainage, easements and trees. Note this envelope does not apply to ancillary structures. 	Complies
<ul style="list-style-type: none"> Each lot should contain an envelope for effluent disposal. 	Not illustrated
<ul style="list-style-type: none"> Lots are oriented to maximise views and surveillance to open space and natural features. Layout should optimise crime prevention through environmental design. 	Complies
2 – Road Layout	Complies
3 – Access to Monaro Highway	Not applicable.
4 – Solar Access & Energy Efficiency	Complies
5 – Street Trees	Not applicable.
6 – Footpaths & Equestrian paths	Not applicable.
7 - Stormwater Quality (in addition to existing clauses 2.6 and 2.8)	To be conditioned and monitored through future proposals
8 - Temperature management	Not applicable.
9 - Energy Efficiency	Not applicable.
10 - Dwelling houses and dual occupancies in the RU5 and R2 zones	Not applicable.
11 - Landscaping	Not applicable.
12 - Building design	Not applicable.
13 - Rainwater tanks	Not applicable.
6.9 Areas subject to Structure Plans CBD and Polo	Not applicable.

Flat	
6.10 Important views and vistas	Not applicable.
7 Non Design Related Provisions	
7.1 Tree Preservation	BDAR report submitted and addressed tree preservation requirements,
7.2 Rural addresses and street numbers	Can comply – conditions can be applied
7.3 Food Handling	Not applicable
7.4 Onsite Waste Management Systems	Not part of this application – a land capability assessment to support the future use of the site for effluent disposal has been provided and is satisfactory.
8 Public Notification Requirements	
8.2 Prescriptive Requirements	Complies - The application was notified and advertised for 14 days as per Councils Development and Planning Community Participation Plan 2019.

SUBMISSIONS

The application was notified, in accordance with Council's Development and Planning Community Participation Plan 2019 and relevant statutory regulations. Notification letters were sent out to adjoining landowners and exhibited from a period of 14 days.

The application was publicly advertised, in accordance with relevant DCP and the relevant statutory regulations.

9 submissions were received and a summary of these have been provided below.

Submission – issues raised	Assessing Officer response
Increased traffic movements on deteriorating unsealed road	Council's assessment identifies the proposed development of 6 additional lots is likely to be low impact based on Aus. Roads guide to traffic management Part 12. Council's standards are outlined in the Cooma-Monaro DCP 2014 shown in Appendix 5 as category 3 – Access Roads which will apply to both Karinya Plains Road and the new private road.
Creek crossing – causeway regularly flooded	Council's Engineer used the current standards below from the Cooma-Monaro DCP 2014 which identified that the existing culvert was built to current standard and therefore did not require upgrading.

	<p>E</p> <ul style="list-style-type: none"> (i) Bridge Structure with effective waterway area >30 square metres. (ii) Major Culvert Structure with effective waterway area >3 <30 square metres. (iii) Minor Culvert Structure with effective waterway area <3 square metres. (iv) Catch Drains. <p>Adequate provision shall be made for major system flows in all situations up to 1 in 100 Year design.</p> <p>Upgrades are not triggered by increased lots in this regard but are based on size of waterway to culvert requirements.</p>
The lots are small – similar to urban design, to close, impact on view, not consistent with character	<p>The applicant has chosen to reduce the lots using the lot averaging clause. Compliance with this clause has been demonstrated.</p> <p>Lots are consistent with the R5 – Large lot Residential zoning and the proximity to RU1 zone is relevant to lot size in this case due to the zone being R5.</p>
Layout - to close together and envelopes to close to boundary	<p>The building envelopes and proposed sites all comply with the required setbacks and min/max building envelope provisions outlined in the Cooma-Monaro Development Control Plan outlining that any future proposed dwellings built within the envelopes can comply with the setback requirements.</p>

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

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.

ATTACHMENTS

1. Draft Conditions of Consent (*Under Separate Cover*)
2. Subdivision Plan and Land Capability Assessment (*Under Separate Cover*)
3. Statement of Environmental Effect (*Under Separate Cover*)
4. Biodiversity Development Assessment Report (*Under Separate Cover*)
5. Bushfire Report (*Under Separate Cover*)
6. DPE Water - Response (*Under Separate Cover*)
7. NSW Rural Fire Service Response (*Under Separate Cover*)
8. Biodiversity Conservation Department Response (*Under Separate Cover*)

9. Essential Energy Response (*Under Separate Cover*)
 10. Submissions (*Under Separate Cover*)
 11. DA Form PAN-229955 DA10.2022.227.1 (*Under Separate Cover*)
 12. Linen Plan (*Under Separate Cover*)
 13. Additional Information - Advice from Development Engineer (*Under Separate Cover*)
-

8.3 DEVELOPMENT APPLICATION 10.2023.43.1 - CLAUSE 37 AMENDMENT TO DA 10.2022.60.1 - CONSTRUCTION OF 3 UNIT MULTI DWELLING HOUSING WITH STRATA TITLE SUBDIVISION

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Record No: 122/875

Applicant Number:	10.2022.60.1
Applicant:	M P Kroenert
Owner:	Poplars (Jindabyne) Pty Ltd
DA Registered:	27/02/2023
Property Description:	Lot: 1 DP: 1228821 30C Kunama Drive EAST JINDABYNE NSW 2627
Assessment Number:	4003640
Area:	1690m ²
Zone:	RU5 - Village
Current Use:	Vacant Land
Proposed Use:	Multi Dwelling Housing & Strata Subdivision
Permitted in Zone:	Permitted
Recommendation:	Approval

RECOMMENDATION

That pursuant to section 4.55(1A) of the *Environmental Planning and Assessment Act 1979 (as amended)* Council grants consent for DA 10.2023.43.1 for a Clause 37 amendment to DA 10.2022.60.1 - Construction of 3 unit multi dwelling housing with strata title subdivision, on Lot 1 DP 1228821 subject to the conditions of consent attached to this report.

BACKGROUND

The purpose of this report is to seek approval of development application No 10.2023.43.1 for multi dwelling housing and strata subdivision comprising three (3) units on Kunama Drive, East Jindabyne. The subject site is a residential allotment of 1,690m² in size.

The application was initially submitted under DA 10.2022.60.1 and consisted of multi dwelling housing and strata subdivision comprising four (4) units.

Assessment of DA10.2022.60.1 was completed and a report was prepared for referral to Council for consideration at the September Council meeting in 2022. The applicant requested that Council defer consideration of the application to allow for amendments to be made to the proposed development. This was agreed to under Council Resolution 240/22.

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In response to submissions and concerns raised by Council staff the applicant provided amended plans for assessment under Clause 37 of the Environmental Planning and Assessment Act 1979 (“the Act”). Due to constraints within the NSW Planning Portal regarding an application being lodged under Clause 37 of the Act, the amended plans have been lodged and assessed under DA 10.2023.43.1. Both reference numbers form part of the same application.

The application was notified to adjoining owners on three separate occasions. Twice (2) under DA 10.2022.60.1 and once (1) under DA 10.2023.43.1. The initial development application (DA10.2022.60.1) received fourteen (14) written objections over the course of the two notification periods from eight (8) individuals and the amended proposal received four (4) written objections.

In accordance with Council policy “Referral of Development Applications to Council” the application is referred to Council for determination as it has received more than five (5) objections.

Upon assessment it is recommended that development application DA 10.2023.43.1 for Multi Dwelling Housing (3 Units) and Strata Subdivision on Lot 1 DP 1228821 Ph Wallace be approved pursuant to section 4.16 of the Environmental Planning and Assessment Act 1979, subject to the conditions of consent attached to this report.

Subject Site Details

The subject land is 1690m² in size, is vacant land and is located in the zone of RU5 – Village. The site is located in East Jindabyne with access directly to Kunama Drive. The subject site is surrounded by residential developments and is burdened by a Right of Carriageway which provides access to three (3) residential allotments to the rear.

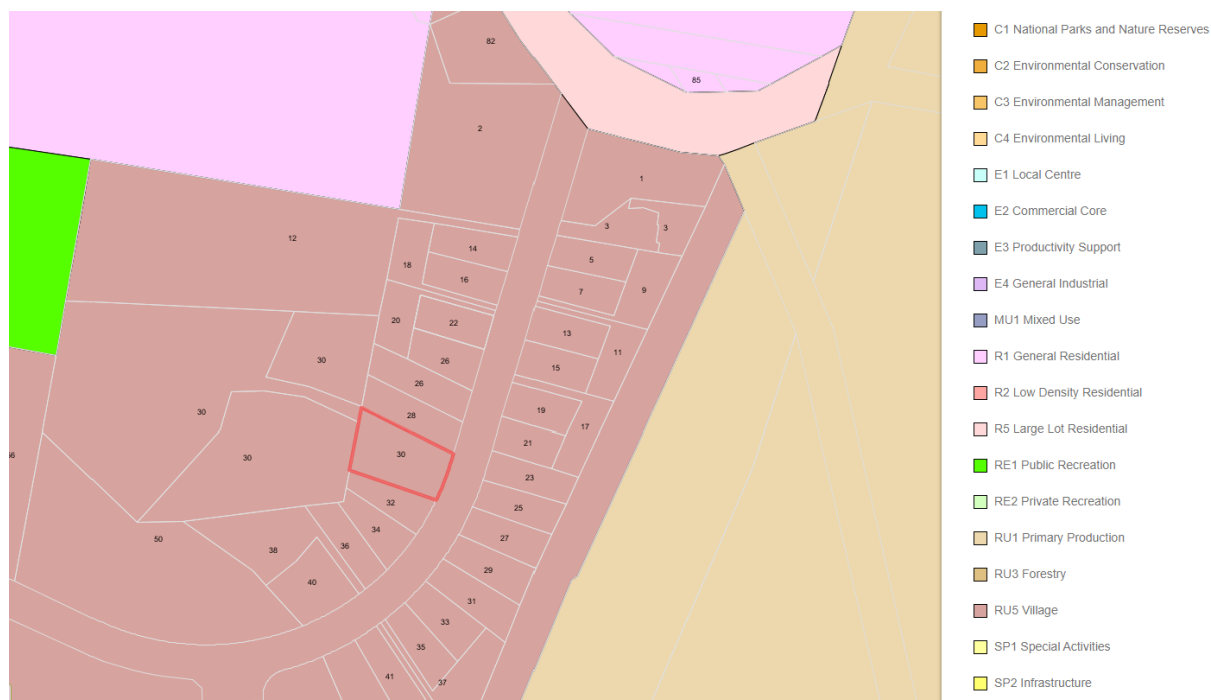


Figure 1: Zoning Map

8.3 DEVELOPMENT APPLICATION 10.2023.43.1 - CLAUSE 37 AMENDMENT TO DA 10.2022.60.1 - CONSTRUCTION OF 3 UNIT MULTI DWELLING HOUSING WITH STRATA TITLE SUBDIVISION



Figure 2: Location Map – Base maps



Figure 3: Location Plan (Imagery)

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MULTI DWELLING HOUSING WITH STRATA TITLE SUBDIVISION

Site photos



Figure 4: Street view of 30C Kunama



Figure 5: View along the existing driveway/ROC

INITIAL PROPOSED DEVELOPMENT - DA 10.2022.60.1

The initially proposed development was for four (4) two storey multi-residential units. The proposed units are orientated north/south and accessed from Kunama Drive in East Jindabyne.

Each unit comprises four (4) bedrooms, living, dining, kitchen, single garage and a single carport.

The original design proposed access for all four (4) units from the shared driveway/Right of Carriageway (ROC) and visitor car parking within the an easement which exists along the northern boundary of the site. Amended plans were provided in response to Councils additional information

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request and to address submissions received. The amended plans provide access to unit A directly from Kunama drive and units B, C, D and the single visitor car space from the shared driveway/ROC. This application was deferred by Council at the September 2022 meeting (Resolution No 240/22).

Site Plan

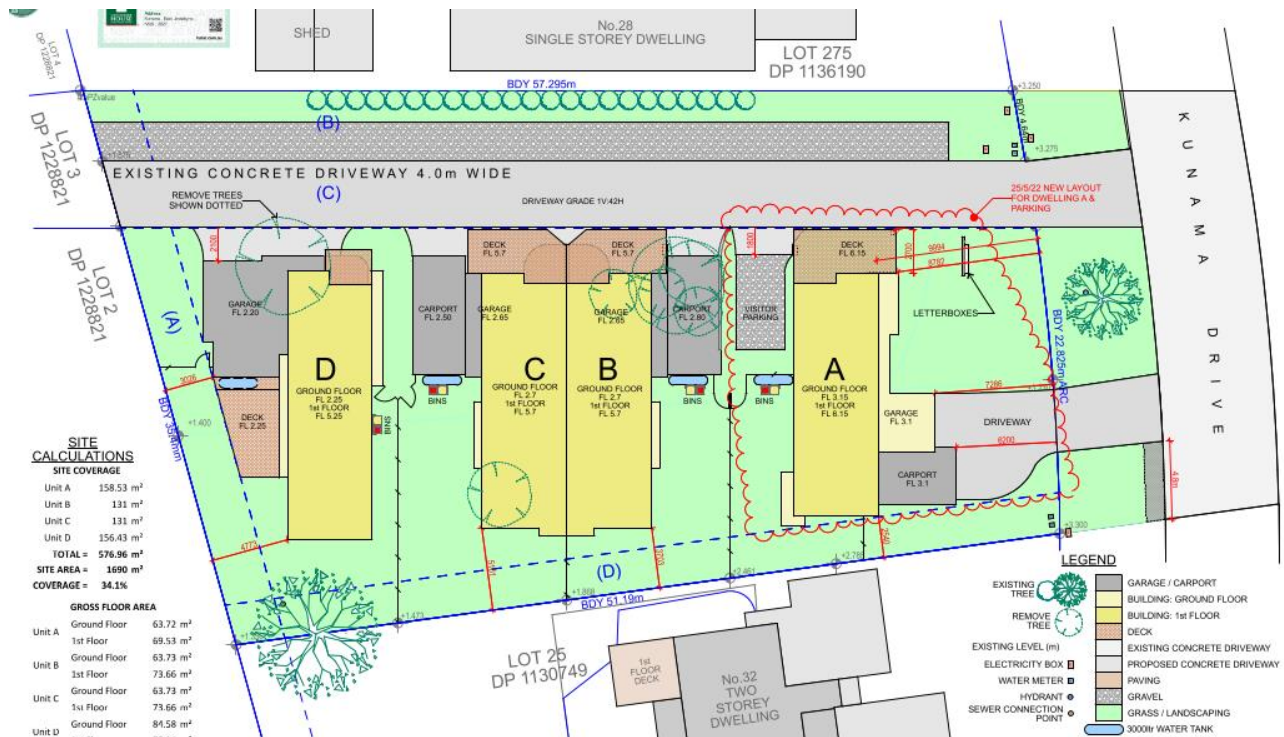


Figure 6: Superseded Site Plan - DA 10.2022.60.1

North Elevation/s

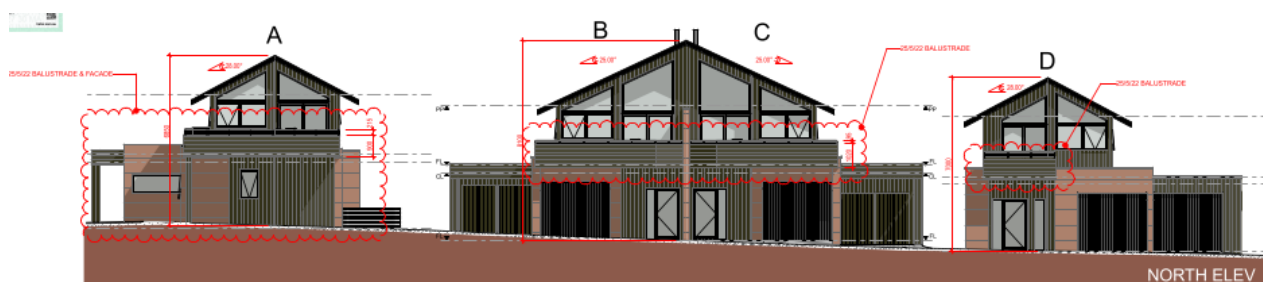


Figure 7: Superseded Northern Elevation - DA 10.2022.60.1

Street Elevation (East)



Figure 8: Superseded Eastern Elevation - DA 10.2022.60.1

CLAUSE 37 AMENDMENT

The applicant has chosen to apply to Council for an amendment to the original proposed development. This has been carried out under the provision of the Environmental Planning and Assessment Regulation 2021, Division 2 (Amendment, rejection and withdrawal of development applications, ss 4.12 and 4.64), Clause 37 (Amendment of development application).

37 Amendment of development application

Section	Comments
(1) An applicant may, at any time before a development application is determined, apply to the consent authority for an amendment to the development application.	The applicant has applied to Council to amend the proposed development and as such this clause is relevant.
(2) The application must be made on the NSW planning portal.	The application was made via the NSW Planning Portal.
(3) If the application relates to State significant development—	The application is not related to a State significant development.
(4) If the amendment relates to a BASIX certificate that accompanied the original development application only, the development application may instead be amended by submitting on the NSW planning portal—	Not applicable
(5) If the amendment will result in the development differing materially from the description contained in the BASIX certificate that accompanied the original development application, the application must be accompanied by a new BASIX certificate that takes account of the amendment.	The applicant has provided an amended BASIX certificate.
(6) If the amendment will result in a change to the development, the application must contain details of the change, including the name, number and date of any plans that have changed, to enable the consent authority to compare the development with the development originally proposed.	The applicant has provided the detail of the name and number of the plans that have be changed.
(7) A requirement to use the NSW planning portal under this section does not apply if the development application is subject to proceedings in the Court.	Not applicable.

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PROPOSED DEVELOPMENT IN DETAIL (DA 10.2023.43.1)

The proposed development is for three (3) two storey multi-residential units. Each unit comprises three (3) bedrooms, living, dining, kitchen, study, single garage and a single carport.

Proposed dwelling A has the primary frontage addressing the street to the east and has direct access to Kunama Drive, with the primary open space (first floor balcony) facing north.

Proposed dwellings B and C are orientated north/south and accessed from Kunama Drive via an existing concrete driveway which also acts as a right of carriage way for three (3) lots west of the subject site.

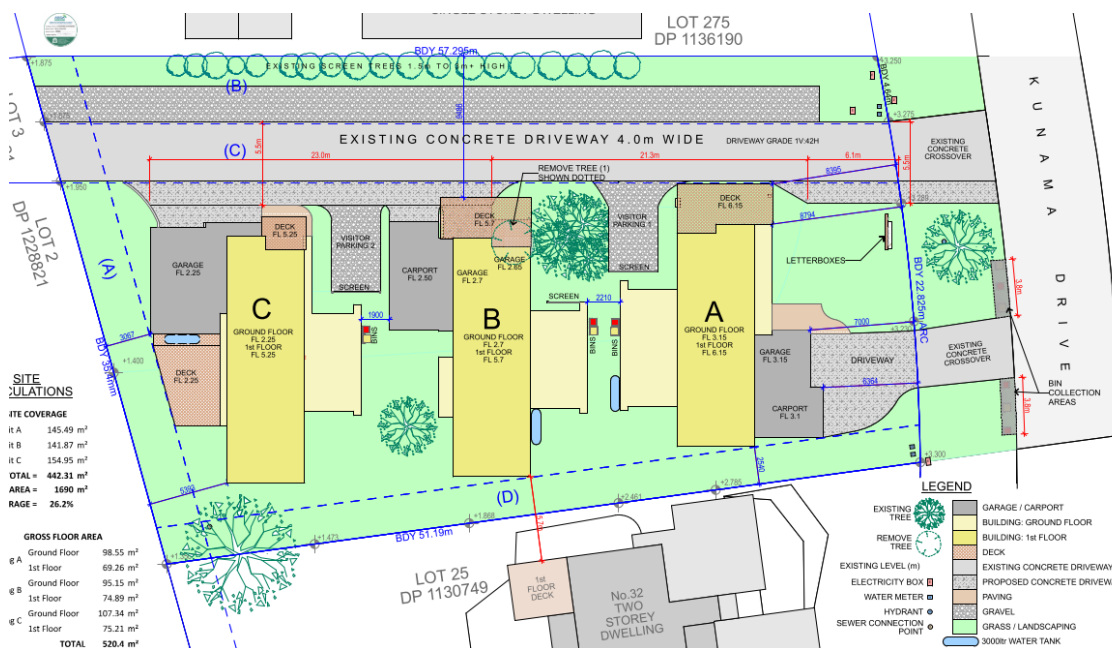


Figure 9: Site Plan - DA 10.2023.43.1



Figure 10: Street view (East) - DA 10.2023.43.1

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Figure 11: Street view (looking WSW) - DA 10.2023.43.1

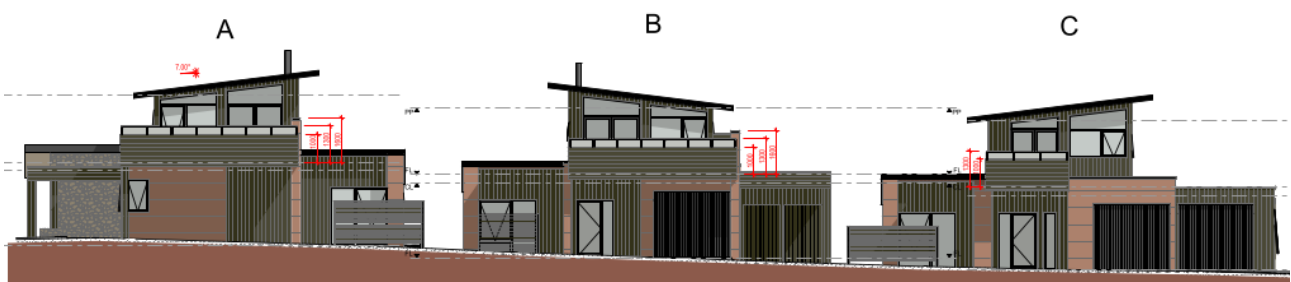


Figure 12: Northern Elevation (view from existing concrete driveway & ROC) - DA 10.2023.43.1

ASSESSMENT

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

State Environment Planning Policies (SEPPs)	<p>State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004</p> <p>State Environmental Planning Policy (Precincts—Regional) 2021</p> <p>State Environmental Planning Policy (Biodiversity and Conservation) 2021</p> <p>State Environmental Planning Policy (Resilience and Hazards) 2021</p>
Local Environmental Plan (LEP) (including draft LEPs)	Snowy River Local Environment Plan 2013 (as amended)
Development Control Plans	Snowy River Development Control Plan 2013

REFERRALS

External Referrals

The development application was not referred to any external government agencies for comment/consideration.

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Internal Referrals

Section	Comments
Development Engineering	Response received. No objection to the development and conditions of consent have been provided.
GIS Officer	Acceptable subject to conditions

LEGISLATIVE REQUIREMENTS ASSESSMENT UNDER SECTION 4.15 OF EP&A ACT

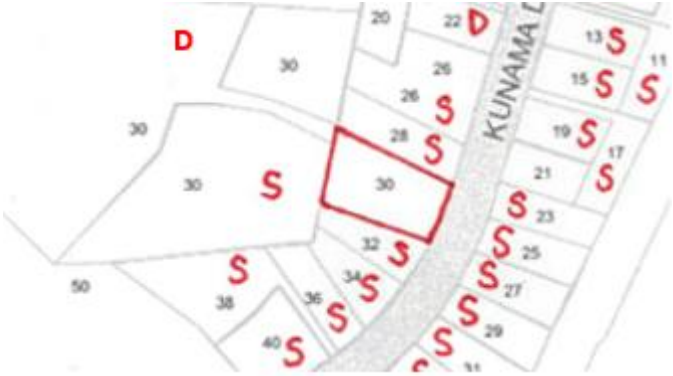
As required by the Environmental Planning and Assessment Act, 1979, Section 4.15, the following relevant matters are addressed below:

- Suitability of the site;
- Environmental planning instruments (State Environmental Planning Policies, Local Environmental Plans);
- Proposed 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.

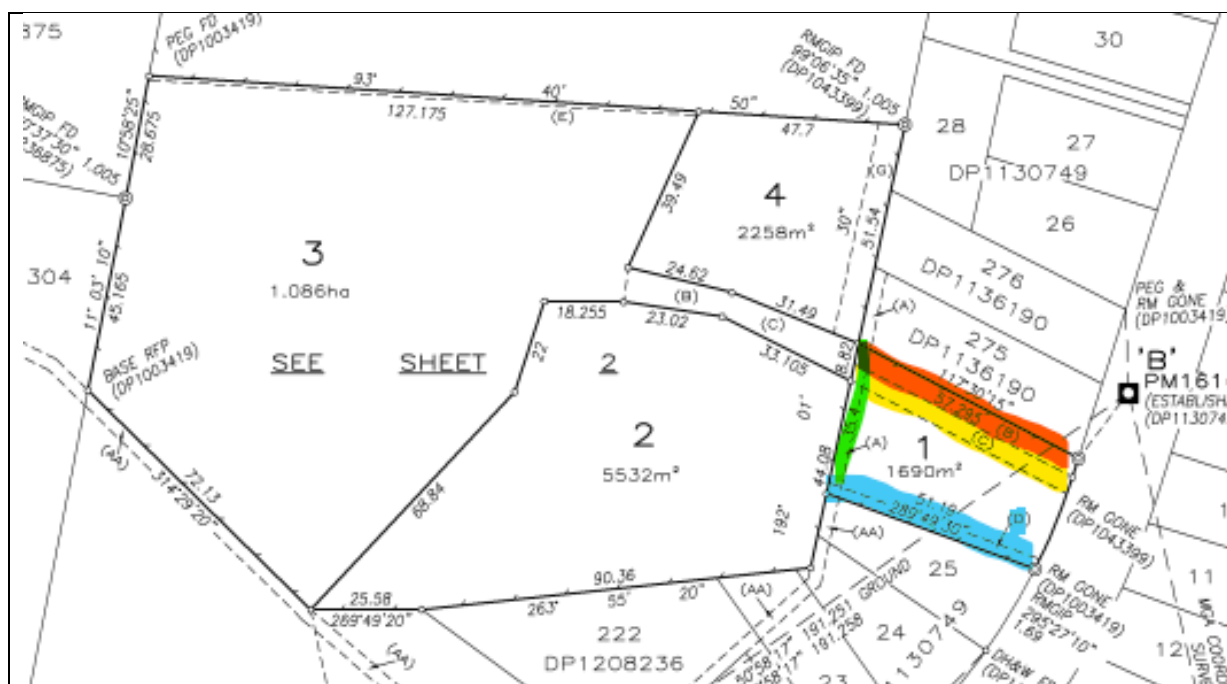
The suitability of the site for the development

Slope	Gentle slope exists on site.
Significant vegetation	<p>The subject property is identified on the Terrestrial Biodiversity mapping. The site comprises a mix of native vegetation and exotic species, with one (1) native tree to be removed. The species of trees to be removed are various subspecies of Eucalyptus.</p> <p>Consideration has been carried out in the design of the development to retain any of the subject trees mapped as “biodiversity” under the Snowy River LEP 2013.</p>
Streetscape and adjoining development	The dominant streetscape character and the immediately adjoining developments are single storey dwellings. The plan below is a mapped representation of the existing approved developments.

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	 <p>It is considered that the design of the proposed development presents to the street in a way which blends with the character of the existing streetscape in terms of nature, design and scale and as such is satisfactory.</p>
Suitability of proposed works / building	The bulk and scale of the overall development is considered to have been reduced, through the amended design and amended layout of the proposed development. It is considered that when viewed from the street the proposed multi dwelling housing is suitable for the subject site and is consistent with the built form and scale of surrounding developments.
Stormwater disposal	Council system.
Services	Electricity / telephone/water.
Views	nil impact to and from site.
Contamination	nil identified.
Bushfire	The subject site is not classified as bushfire prone.
Flooding	nil impact.
Vehicular access	The site has coinciding legal and practical access.
Easements and restriction on use	<p>The site is burdened by the following easements:</p> <ul style="list-style-type: none"> (A) Easement to Drain Sewage (Green) (B) Easement for Services (Orange) (C) Right of Carriageway (Yellow) (D) Easement for services (Blue)

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Aboriginal sites	nil identified on-site
Threatened species	nil identified on-site
Grasslands	nil identified on-site
Rivers/streams	not applicable
Effluent disposal	Council sewer system.
Prevailing winds	nil impact
Other matters	nil

The provisions of any environmental planning instrument

State Environmental Planning Policies

The proposal has been assessed against the provisions of all known SEPP's. The development has been found **to** achieve an acceptable level of compliance in regards to the Building Sustainability Index: BASIX, Resilience and Hazards and Precincts – Regional SEPP's. The development has been found **to** meet the provisions of the Biodiversity and Conservation SEPP 2021.

The SEPP's examined include (where applicable):

State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004

The BASIX scheme was established to encourage sustainable residential development. An application for a development consent in relation to certain kinds of residential development must be accompanied by a list of commitments by the applicant as to the manner in which the development will be carried out. The applicant has provided an in date BASIX certificate and as such is compliant with the requirements of the State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004.

State Environmental Planning Policy (Biodiversity and Conservation) 2021

The subject site is zoned RU5 - Village under the Snowy River Local Environment Plan 2013. The RU5 zone is a zone to which this policy applies.

The site comprises of a mix of native vegetation and exotic, with one (1) native tree to be removed. The species of tree to be removed is a subspecies of Eucalyptus.

The development proposal includes the removal of one (1) tree.

Separate from the development application under consideration Council issued a tree permit 36.2022.12.1 approving the removal of one (1) mature tree on the subject site.

The proposal is for the retention of the remaining trees and for the planting of five (5) native trees to replace the removed vegetation.

The applicant has provided an Ecological Appraisal of the subject land. A summary of the findings is seen below and the full appraisal is Attachment 5 of this report:

In summary, there was no threatened vascular plant species detected on the lot and the habitat opportunity for threatened fauna known to occur in the area limited to short term feeding and roosting woodland birds. No tree was mature or developed enough to provide nesting hollows and the species of tree not considered critical food trees for any threatened fauna under the EPBC Act or BC Act. The current values of the trees No.1 to No.5 pertains to the collective foliage provided by the canopy that affords some smaller bird protection while feeding and temporarily roosting. Larger slabs of flaking and decorticating bark also provides temporary roosting opportunities for microbats. The removal of these trees and tree No.6 will also remove the future availability of habitat complexity associated with larger mature trees that tend to provide greater nesting and roosting opportunities. That said, such opportunities are still prevalent in areas adjacent to the residential precinct for this part of East Jindabyne and the tree removal would not be a significant loss in the context of the wider area. This latter statement is made in the context of the current status of habitat opportunity in the area and not in the context of future changes or accumulated impacts of a similar nature that is the responsibility of the consent authority and other planning bodies. Furthermore, some street trees that were planted as part of the original subdivision in this part of East Jindabyne are still to mature, and any landscaping on the lot including the planting of trees and shrubs could partially contribute to the habitat niches (*otherwise*) lost by the removal of the current trees - as it pertains to selective foraging and short term roosting.

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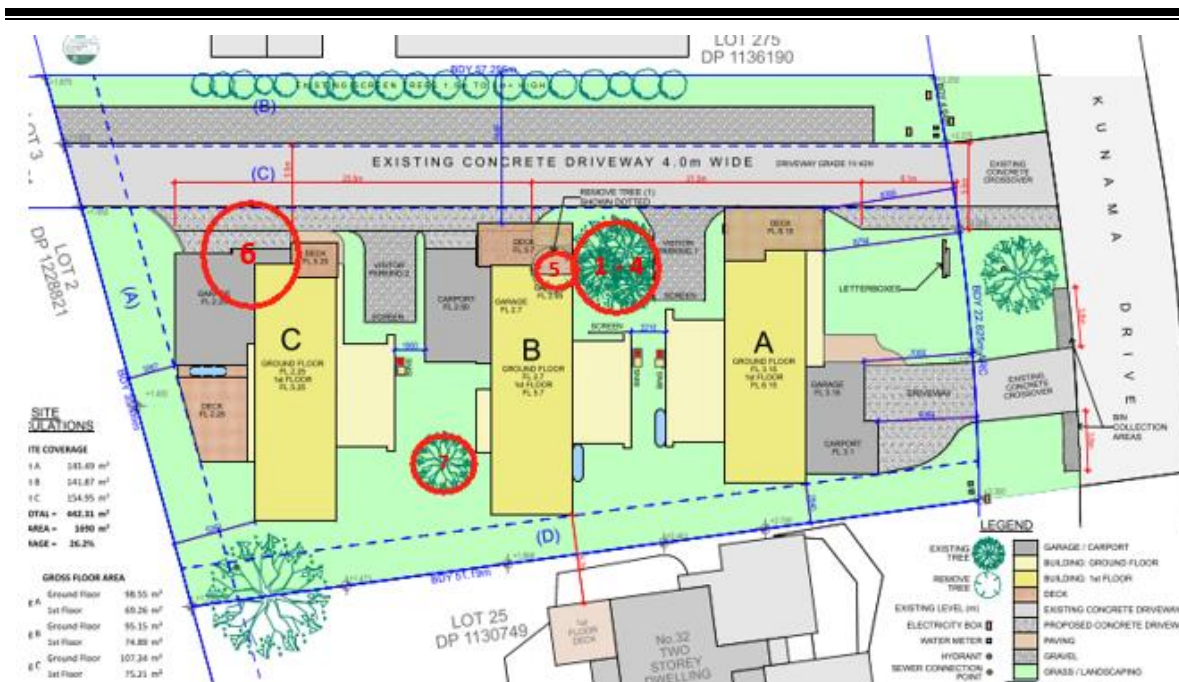


Figure 13: Location and identification of trees.



Figure 14: Tree 5 is proposed to be removed and tree 6 was approved for removal under TP 36.2022.12.1.

The location of the trees are within the Terrestrial Biodiversity mapped area.

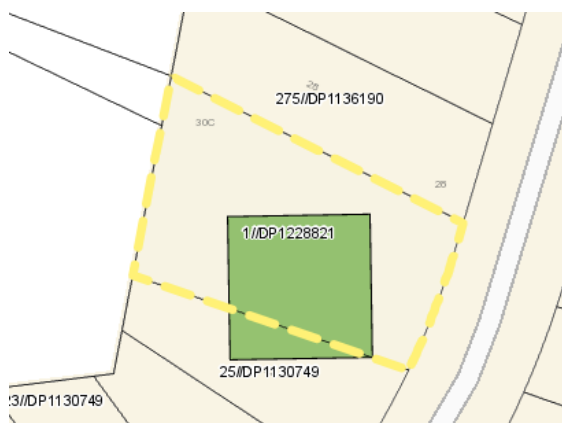


Figure 15: SR LEP Terrestrial Biodiversity map

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The removal of the trees does not exceed the biodiversity offset scheme threshold. They do not form part of a heritage item or are located within a heritage conservation area, nor do they form part of an Aboriginal object or part of an Aboriginal Place of significance or heritage conservation area.

The proposed development design has been revised after the consideration of the biodiversity on the site and has resulted in the retention of trees 1 – 4 and 7.

The development as currently proposed has considered the impact it will have on the existing native vegetation and is considered to achieve an acceptable level of compliance with respect the principles in part 3.

State Environmental Planning Policy (Resilience and Hazards) 2021

Under the provision of clause 7 (l)(a) Council has considered whether the land is contaminated and has concluded that it is unlikely that the site is contaminated. Therefore, Council is satisfied that the site is suitable for use as residential accommodation.

State Environmental Planning Policy (Precincts - Regional) 2021

Does not apply as the land is not within a catalyst precinct and is therefore not subject to the provisions of the SEPP or the Snowy Mountains Special Activation Precinct – Master Plan 2022 and as such the provisions of the SR LEP and SR DCP prevail.

PERMISSIBILITY UNDER THE SNOWY RIVER LOCAL ENVIRONMENTAL PLAN 2013

- The subject land is zoned: RU5 - Village
- Definition of land usage under SRLEP 2013: Multi-dwelling housing
- The proposal is permissible with development consent from Council pursuant to Zone RU5 of the SRLEP 2013.
- The proposal is considered to be consistent with the aims and objectives of the plan.

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

Permissibility

The subject land is zoned: RU5 - Village under the Snowy River LEP 2013 (SRLEP) and Multi dwelling housing is permitted with consent.

Multi Dwelling Housing means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building.

Note: Multi dwelling housing is a type of **residential accommodation**

Residential accommodation means a building or place used predominantly as a place of residence, but does not include tourist and visitor accommodation or caravan parks.

The subject land is located in zone RU5 – Village in which residential accommodation is permissible however in order for a land use to be approved the development must comply with the definition as well as the provisions of the plan. In this case the development needs to demonstrate that it meets the first test of assessment being that it meets the objectives of the zone.

Objectives of zone

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To protect and conserve the historical significance, character and scenic quality of rural village settings.
- To encourage and provide opportunities for population and local employment growth.
- To ensure that development in village areas is compatible with the environmental capability of the land, particularly in terms of the capacity of the land to accommodate on-site effluent disposal.

To provide for a range of land uses, services and facilities that are associated with a rural village.

The subject land was created for the purposes of residential land and the proposed development is a type of residential accommodation and as such is considered to meet this objective.

To protect and conserve the historical significance, character and scenic quality of rural village settings.

Existing Urban Character

Every town or city has a distinctive or unique character, or characteristics. The physical attributes of a place are critical (e.g land use or urban grain) and urban character is also a product of the way that people use or relate to the space.

Urban grain is essentially a description of the pattern of plots in an urban block and when this pattern is dominated by small plots it is described as fine urban grain. There are 36 lots in the first stage of the Kunama Drive, referred to below as 'The Ridge', catchment area. The lots in this area average in size around 800m² and are considered to be fine urban grain. However the way in which people relate to space in this area is reflective of the zone and the previous development constructed in the area.

East Jindabyne is zoned RU5 Village and has the ability to cater for a variety of household types. There is a strong existing character in the surrounding area which is dominated by detached single storey single dwellings and dual occupancies. This has resulted in an area with a low density residential character.

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MULTI DWELLING HOUSING WITH STRATA TITLE SUBDIVISION

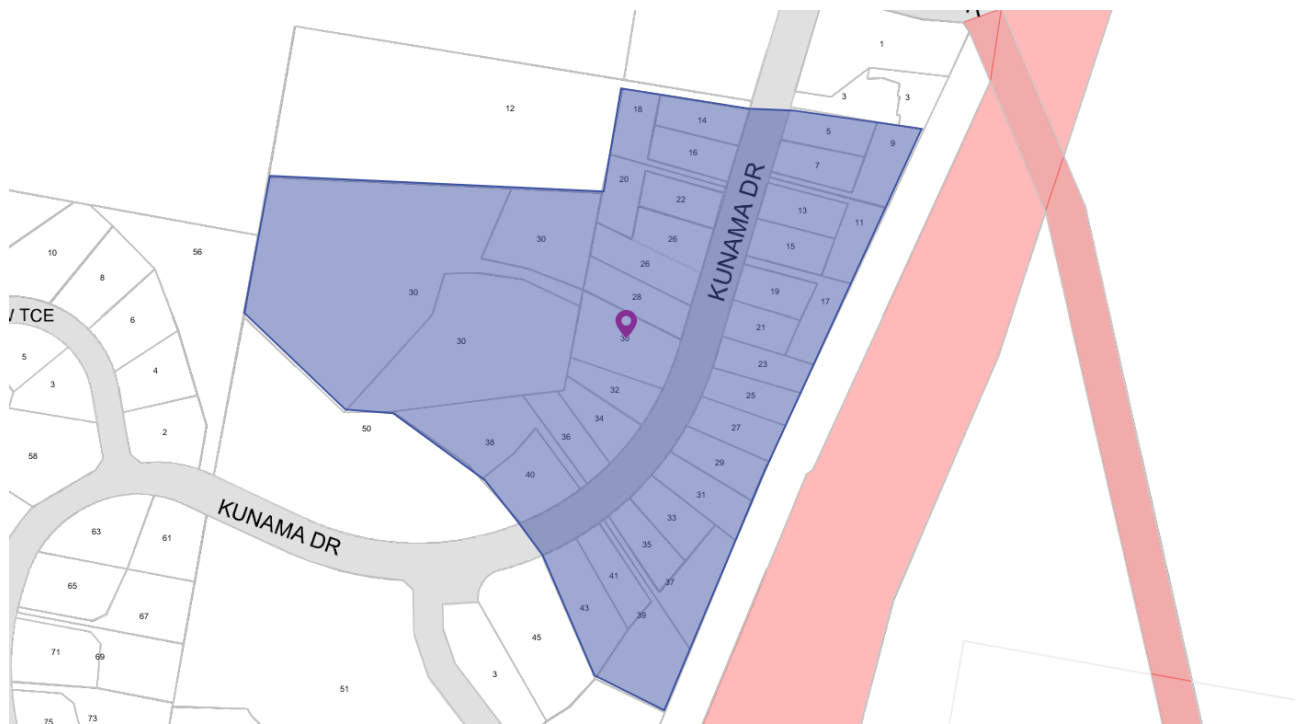


Figure 16: 'The Ridge', catchment area

Images 1 – 7 show the nature of the development found immediately adjoining or adjacent to the subject site along Kunama Drive.



Image 1: 28 Kunama Drive (adjoining to the north of the proposed development site)

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Image 2: 32 Kunama Drive (adjoining to the south of the proposed development site)



Image 3: 34 Kunama Drive (to the south of the development site)



Image 4: 31 & 33 Kunama Drive (south of the development site on the other side of Kunama Drive)

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Image 5: 29 Kunama Drive (south of the development site on the other side of Kunama Drive)



Image 6: 27 Kunama Drive (south of the development site on the other side of Kunama Drive)



Image 7: 25 Kunama Drive (directly opposite of the development site)

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MULTI DWELLING HOUSING WITH STRATA TITLE SUBDIVISION



Figure 17: Elevations of the proposed development presented within existing streetscape of Kunama Drive



Figure 18: Elevations of the proposed development when viewed from Kunama Drive approaching from Jerrara Drive.



Figure 19: Elevations of the proposed development when viewed from the existing driveway looking east towards Kunama Drive.

It is considered that dwelling A has been positioned to address the street and presents to the street as a two-storey dwelling. Dwelling A's façade presents as a similar scale and design to neighbouring dwellings. It is considered that the overall design and utilisation of the existing concrete driveway allows for the bulk and scale of the multi dwelling housing when viewed from the street be reduced. It is considered that the development will present very similarly to the street to that of a dual occupancy.

As such it is concluded that the proposed design for the development will have no foreseen negative visual impacts to the streetscape of Kunama Drive and as such retains the visual character and scenic quality of a rural village settings.

Density of Living

Figure 20 below, shows the makeup of the existing and/or approved residential developments within “The Ridge” catchment area. Out of the 32 developed lots 25 (78%) have single dwellings approved or constructed with the remaining 7 (22%) being dual occupancies. There are no multi dwelling developments approved or constructed within this catchment.



Figure 20: Current developments & approvals (S = Single dwelling D = Dual Occupancy)

Figure 20 and Images 1 -7 demonstrate and illustrate the predominant character as that of a low density residential area. The size of the subject lot is greater in size than the majority of the surrounding allotments. With the average size being 800m² and the subject lot being 1690m², it is double the size of the average allotment. The relevant 88b instrument for the land precludes further subdivision of the land, however the size of the allotment would meet the required minimum for two (2) lots on which dual occupancies would be permitted. As such, theoretically four dwellings could be supported. However, the creation of the lot considered the burden of the allotment regarding the ROC and precluded the ability of further subdivision. The ROC occupies 657m² which leaves 1033m² of vacant unburdened land and would equate to 1.5, 700m² lots, therefore it is considered that the proposal for three (3) dwelling is reasonable.

Additionally, developments such as dual occupancies and multi-dwelling housing have the ability to be strata subdivided. This is where the built development on the land is subdivided rather than the subdivision of land. Strata subdivisions are not required to meet minimum lots size as it is the development within an allotment that is being divided and sit over of a deposited plan. This allows for dwellings to be owned separately. The proposal is for three dwellings, which is proposed

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to be strata subdivided onto smaller allotment. The strata subdivision will retain the existing right of carriage way (657.96m²).

Lots in the surrounding area which developed with Dual Occupancies were then further subdivided as strata allotments. An example of this within the area is 22 Kunama Drive, which is an approved attached dual occupancy and has been strata subdivided (DA4182/2017).

The approved size of the lots at 22 Kunama Drive are; Lot 1 - 373m² & Lot 2 - 408m².

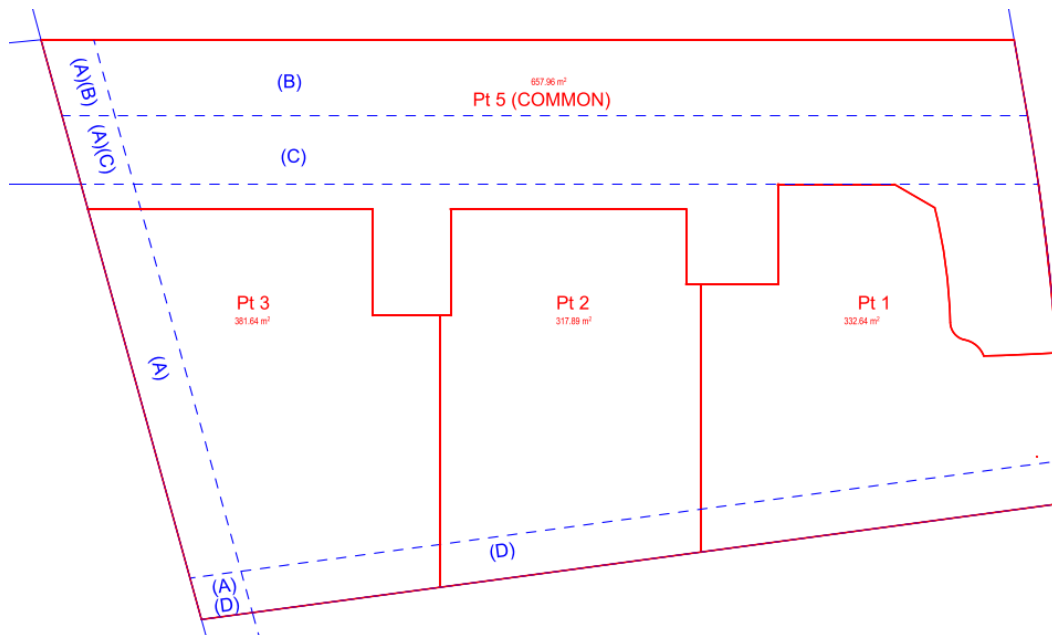


Figure 21: Proposed strata lots.

The proposed size of each strata lot for the subject development is as follows:

Lot 1: 332.6m²

Lot 2: 317.89m²

Lot 3: 381.64m²

Lot 2 has the smallest allotment proposed, being 317.89m² which is 17% less land area than that approved at Lot 1 at 22 Kunama Drive and is considered to be similar in size in regards to the urban grain of a low density development pattern.

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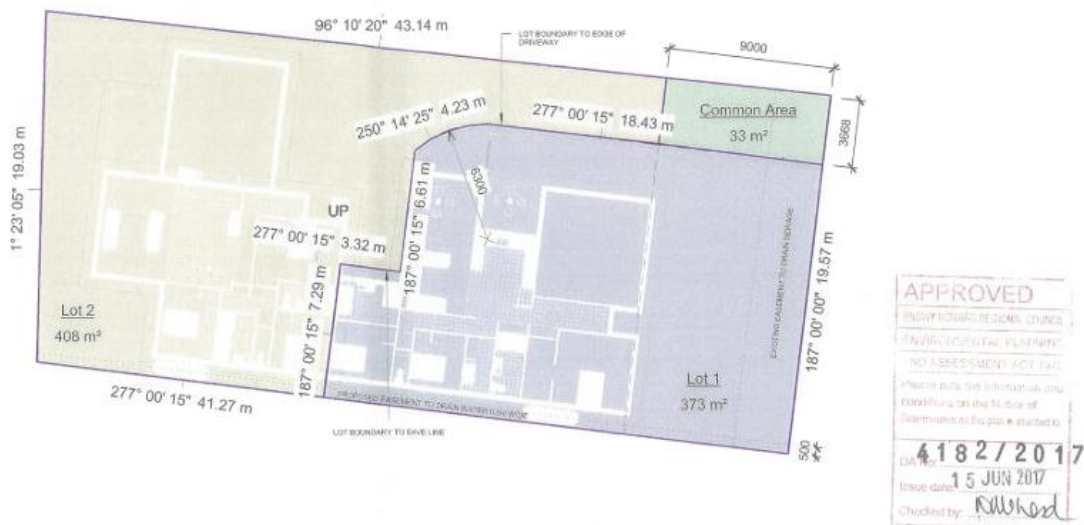


Figure 22: Approved Strata Subdivision of 22 Kunama Drive.

As such it is reasonable to conclude that the proposed development is in keeping with the existing density of the immediate area.

A broader catchment area, including both the Ridge and Alpine Sands areas, is shown in Figure 18. Within this catchment there is an overall higher degree of dual occupancies including the one (1) development for multi-dwellings.

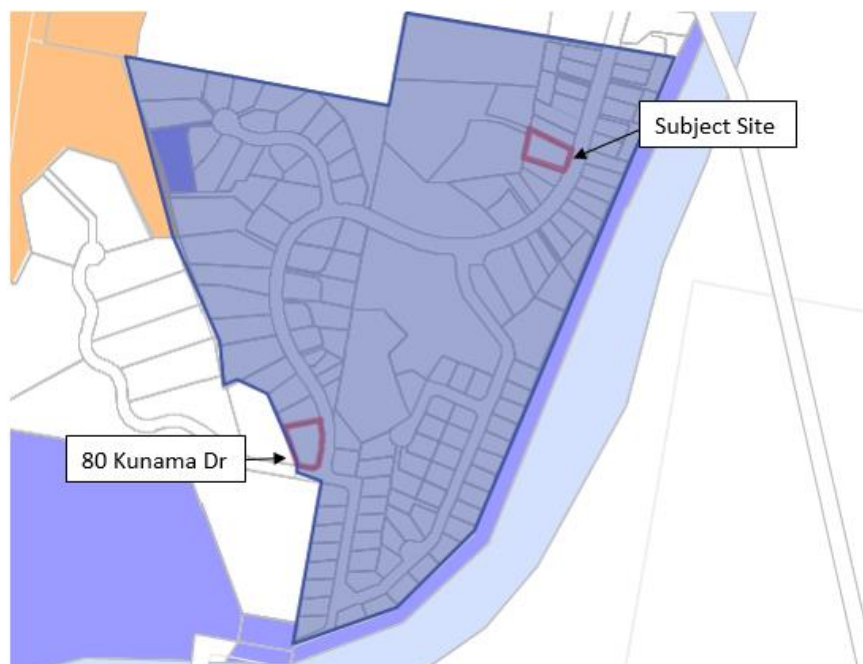


Figure 23: Broader catchment area, including both the Ridge and Alpine Sands areas.

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Figure 24: Current developments & Approvals for Alpine Sands.
(S = Single dwelling D = Dual Occupancy V = Vacant)

80 Kunama Drive, images 8 & 9, has been developed with 8 Serviced Apartments. These units have been designed to present to the street as multiple single dwellings and has street facing elevation which incorporates design that is well articulated and is consistent with a traditional street façade.



Image 8: Street view of 80 Kunama Drive looking west.

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Image 9: Street view of 80 Kunama Dr looking south.

The proposed development for multi dwelling housing (units) is considered to be a considerably lower density than the development at 80 Kunama Drive.

The proposed development has been designed to present to the street as single dwellings and has a street facing elevation which is well articulated and is consistent with a traditional street façade.

The proposed development is considered to be consistent with the predominant urban grain within both the immediate and broader catchment areas. It is therefore considered that the proposed development is consistent with the existing character of the area and meets the objective to protect and conserve the character of east Jindabyne as a rural village.

To encourage and provide opportunities for population and local employment growth.

The applicant has stated the following;

The proposal seeks to address the local lack of housing diversity and affordability by providing affordable accommodation for residents. The application does not seek approval for tourism accommodation/serviced apartments.

In order to tackle housing affordability in the region whilst keeping up with the increase in the permanent residential population, SMRC needs to implement measures and planning controls that increase the amount and diversity of housing in existing areas such as East Jindabyne. The consolidation of housing into distinct clusters, such as East Jindabyne also encourages the more efficient and equitable use of council infrastructure. The proposed development offers a broader mix of housing types that can achieve a slightly increased density, without a significant shift in the urban form of the area.

The proposed development will provide additional residential accommodation and subsequently opportunities for population growth and as such it is considered that the development meets the objective.

To ensure that development in village areas is compatible with the environmental capability of the land, particularly in terms of the capacity of the land to accommodate on-site effluent disposal.

The site is within an area which is serviced by Council sewer infrastructure and as such will be required, if approved, to connect. As such there is no requirement for an on-site sewerage management system and land capability is not relevant.

The subject property is identified on the Terrestrial Biodiversity mapping as “biodiversity” under the Snowy River LEP 2013 and comprises of a mix of native vegetation and exotic species, with one (1) native tree to be removed. Consideration has been carried out in the design of the development to maximise the retention of trees.

The proposed development is considered to meet this objective.

Principal development standards

Clause 4.1 Minimum subdivision lot size

No minimum lot size as per clause 4.1(4)(a) which states:

This clause does not apply in relation to the subdivision of any land:

- a) by the registration of a strata plan or strata plan of subdivision under the *Strata Schemes Development Act 2015*.

Clause 4.1A Minimum lot size for dual occupancies, multi dwelling housing and residential buildings in certain rural and residential zones

The subject land is 1690m² in size, which is larger than the required 1050m² for Multi-dwelling housing in RU5 and as such satisfies clause 4.1A.

Clause 4.3 Height of building

The development complies with all buildings under the 9m maximum height limit.

Clause 4.4 Floor space ratio

The development complies - The below calculations demonstrates that the development complies with the relevant ratio when calculated in accordance with the definitions of the **floor space ratio** and **gross floor area** in the Snowy River LEP 2013.

The definition of **floor space ratio** (FSR) is the ratio of the gross floor area of all buildings within the site to the site area.

The gross floor area means the sum of the floor area of each floor of a building measured from the internal face of external walls, or from the internal face of walls separating the building from any other building, measured at a height of 1.4 metres above the floor, and includes—

- (a) the area of a mezzanine, and
 - (b) habitable rooms in a basement or an attic, and
 - (c) any shop, auditorium, cinema, and the like, in a basement or attic,
but **excludes**—
 - (d) any area for common vertical circulation, such as lifts and stairs, and
 - (e) any basement—
-

- (i) storage, and
- (ii) vehicular access, loading areas, garbage and services, and
- (f) plant rooms, lift towers and other areas used exclusively for mechanical services or ducting, and
- (g) car parking to meet any requirements of the consent authority (including access to that car parking), and
- (h) any space used for the loading or unloading of goods (including access to it), and
- (i) terraces and balconies with outer walls less than 1.4 metres high, and
- (j) voids above a floor at the level of a storey or storey above.

The below calculations demonstrates that the development complies with the 0.5:1 ratio.

Clause 4.5 Calculation of Floor Space Ratio

The maximum floor space ratio for a building on any land is not to exceed the floor space ratio shown for the land on the Floor Space Ratio Map which for the subject site is a ratio of 1:0.5 (50%).

	Unit C	Unit B	Unit A	Total
Ground Floor	107.34m ²	95.15m ²	98.55m ²	301m ²
First Floor	75.21m ²	74.89m ²	69.26m ²	219.4m ²
Total				520.4m²

FSR Calculation

Lot Size	Allowable FSR (1:0.5)	Ground Floor	Upper Floor	Proposed FSR
1690m ²	845m ²	301m ²	219.4m ²	520.4m ²

The allotment is 1690m² and the proposed gross floor area (GFA) is 520.4m² resulting in the FSR being 0.3: 1 and is below the permissible FSR of 0.5: 1.

Clause 7.2 Terrestrial biodiversity

The property is mapped Biodiversity" on the [Terrestrial Biodiversity Map](#) as such this clause applies.

The objective of the clause is to maintain terrestrial biodiversity by—

- (a) protecting native fauna and flora, and
- (b) protecting the ecological processes necessary for their continued existence, and
- (c) encouraging the conservation and recovery of native fauna and flora and their habitats.

(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.

Consideration has been made of the above points and is identified that the development is proposed to remove one (1) native tree. The applicant has demonstrated that the revised design has taken measures to avoid, minimise and mitigate the impacts of the development as required by clause (3)(b).

(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 proposed development has been designed, sited and has demonstrated that there will be no foreseen significant adverse environmental impacts and the re-design has provided alternatives adopted to manage or minimise the impact. It is reasonable to conclude that the reduced foot print of the development has reduced the impact on existing vegetation and therefore the proposed development is considered to be satisfactory in regards to clause (4) (a) (b) and (c).

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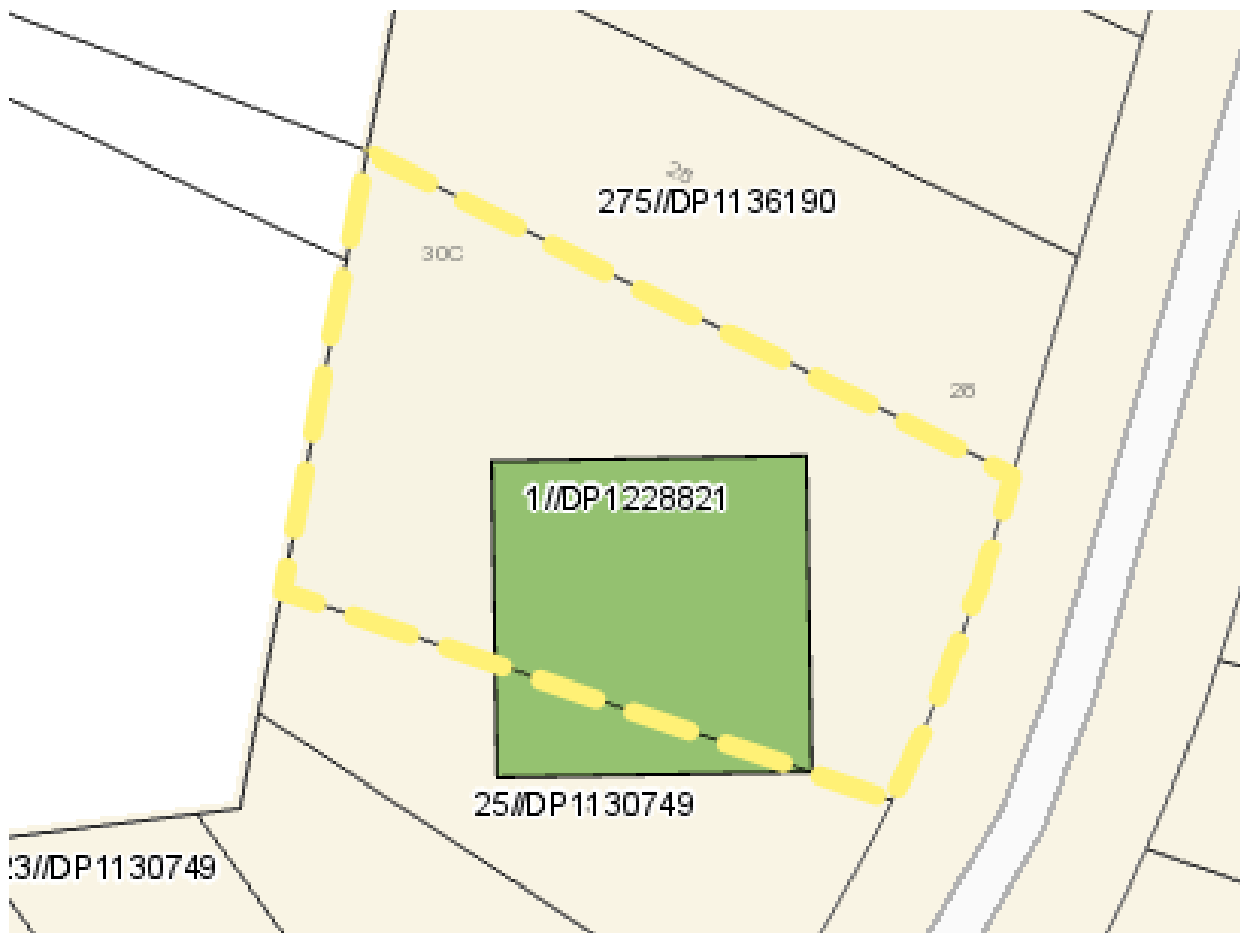


Figure 25: SR LEP 2013 Terrestrial Biodiversity map.

In summary, the proposed design of the development has reasonably addressed alternatives to retain vegetation mapped as “biodiversity” under the Snowy River LEP 2013 and has managed the impact. Therefore, the proposed development is considered satisfactory in terms of Clause 7.2.

Clause 7.9 Essential services

The development complies – the subject site has all services currently available or adequate arrangements can be made to make them available when required and as such the application complies with the provision of this clause with respect to adequate provision of essential services.

Clause 8.3 Master plans for growth areas

Clause 8.3 is not relevant to this application as it is not within an identified growth area. The mapping shown in Figure 28 is the SAP area growth areas for East Jindabyne. As such this clause is not relevant to the subject development.

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Figure 26: East Jindabyne Growth Precinct (SAP)

Provision of any proposed Environmental Planning Instruments

There are no proposed environmental planning instruments applicable to the subject land.

Assessment against the relevant provisions of Snowy River Development Control Plan 2013

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

C General planning considerations

Provision	Response/Acceptable Solution
C1 Subdivision	<p>The development is proposed as a three (3) lot strata subdivision.</p> <p>Section C3.1-2 Rights of Carriageway for Subdivision is applicable when the proposal is for the creation of new allotments which are required to have a right-of-way created in order to access the land. The proposed development is not using the ROC, as the registered proprietor of the land has the ability to utilise the land and is not required to be listed as a benefited lot for the ROC.</p> <p>(See attachment 9: Letter From Alpine Law Regarding Easements/Restriction)</p> <p>Therefore the proposed strata subdivision does not increase the number of lots being serviced by the ROC and does not trigger the requirement for a public road.</p>

<p>C2 Design</p> <p>C2.1-1 Visual Landscape Character Assessment</p> <p>When assessing visual impacts of the proposed development consideration must be given to:</p> <ul style="list-style-type: none"> • Important visual features and the landscape character of the site and surrounding land; • Minimising the visual impact of the development on views from public areas, including public roads; • Reducing the visual impact of driveways and of the provision of services to the development; • Reducing the visual impact of proposed buildings by ensuring that external finishes are non-reflective and of a colour that blends in with the surroundings; and • Ensuring fencing and building styles are compatible with the visual character of the area. <p>C2.1-5 Building Design</p> <p>f) Building heights are similar to those in the surrounding landscape with taller buildings sited so as to minimise impacts on the landscape.</p> <p>C2.1-6 Landscaping</p> <p>a) The design of any new development must integrate with the landscape, by building on and incorporating existing landscape features such as vegetation and rocky outcrops.</p> <p>b) Development must not involve the</p>	<p>1. Visual & Scenic Impact</p> <p>1.1 Visual Landscape – <u>Satisfactory</u> – The predominant landscape characteristics in the area are single storey dwellings which address the street with front gardens and generally single driveway crossovers. The proposed amended design has dwelling A presenting to the street with a traditional front façade. The use of a skillion roof is considered to have decreased the bulk of the building. Furthermore dwelling A is considered to be adequately set back from the street to allow for the planting of a front garden which will contribute to the softening of the development. Overall, the impact of the development on the visual landscape is considered to be complimentary to the existing built environment and is foreseen to have a positive impact to the streetscape.</p> <p>1.2 Building on ridge lines – N/A</p> <p>1.3 N/A</p> <p>1.4 N/A</p> <p>1.5 Building Design– <u>Satisfactory</u> – The materials are not reflective finishes and there is no proposal for excessive excavation. The proposed development is two storeys, however, the proposed skillion roof reduces the perceived height and it is therefore considered that the visual impact is minimised.</p> <p>1.6 Landscaping – <u>Satisfactory</u> – The revised development design proposed to retain 5 of the 6 native trees on the site. One (1) tree is proposed to be removed. The applicant has incorporated measures to accommodate the existing vegetation into the design.</p>
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<p>removal of bush rock or significant areas of vegetation.</p> <p>c) Planting is to be located to soften the view of the development from any existing public roads and public vantage points.</p>	<p>The proposal incorporates the replanting of three (3) 'Snow Gums' in the front setback to screen the building from the street.</p> <p>The proposed landscaping plan including planting in the front setback is proposed to soften the view of the development from Kunama Drive. It is considered that there is adequate area for future landscaping to occur in the front setback.</p> <p>Given the proposed tree species for the replacement trees are slow growing, a condition of consent has been included to require that the plantings not be tube stock.</p> <p>1.7 View Sharing – <i>Satisfactory</i> – there are no foreseen unreasonable impacts to views given the development is below the max height limit.</p>
<p>C2.2-1 Site and Building Layout</p> <p>a) The design of new development should allow for natural surveillance to and from the street and between individual dwellings, accommodation units or commercial units within the site.</p> <p>d) Windows, doorways and balconies are to be offset to allow for natural surveillance while at the same time protecting privacy.</p>	<p>2. Crime Prevention Through Environmental Design</p> <p>2-1 Site and Building Layout – <i>Satisfactory</i> (a) & (d)</p> <p>Dwelling A has windows which directly face Kunama Drive and will allow for natural surveillance to and from the street and dwellings B & C have the ability to obtain natural surveillance from the first floor living and balcony up the ROC and via windows adjoin the front door on the ground floor. Dwellings B & C are slightly staggered and do not contribute to the provision of natural surveillance. However, the dwellings are set back over 9m from the northern boundary and as such it is considered that there is more than adequate space to allow for a surveillance corridor up the driveway to Kunama Drive.</p> <p>All other standards are either not applicable or are considered satisfactory.</p>
<p>C2.2-2 Lighting</p> <p>a) Lighting is to be provided to enable natural surveillance, particularly in entrances and exits, service areas, pathways and car parks.</p> <p>b) All entrances and exits must be well lit and clearly identifiable after dark</p>	<p>2-2 Lighting</p> <p>No details have been provided in regards to a lighting plan, though this could be managed through a condition of consent should the application be approved.</p>

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<p>by appropriate lighting.</p> <p>c) Service areas such as garbage areas and loading bays must be well lit.</p> <p>d) Lighting should be designed so that it doesn't produce areas of glare and shadow.</p> <p>e) All lighting must be vandal resistant and easy to maintain.</p> <p>C2.2-3 Landscaping</p> <p>a) Avoid landscaping which obstructs casual surveillance and allows intruders to hide.</p> <p>c) Avoid large trees and shrubs and building works that could enable an intruder to gain access</p>	<p>2-3 Landscaping – <u>Satisfactory</u></p> <p>The proposed landscaping in the front set back is for three (3) gumtrees which once grown will have the potential to obstruct any opportunity for Dwelling A to undertake casual surveillance and could enable an intruder to gain access. However it is reasonable to expect that a future owner will be able to prune the trees to ensure the landscaping does not obstruct any casual surveillance opportunities.</p>																		
<p>C3 Car-parking, Traffic & Access</p> <div><div>Other forms of Residential Accommodation including:</div><div>Attached dwellings</div><div>Dual occupancy (attached)</div><div>Dual occupancy (detached)</div><div>Multi dwelling housing</div><div>Residential flat buildings</div><div>Semi-detached dwellings</div></div> <div><div>Resident parking:</div><div>1 parking space per 1 or 2 bedroom dwelling</div><div>2 parking spaces per 3 bedroom dwelling</div><div>1 parking space for each bedroom where a dwelling has more than 3 bedrooms</div><div>Visitor parking (for multi dwelling housing and residential flat buildings):</div><div>1 designated visitor parking space per 3-5 dwellings; or</div><div>2 designated visitor parking spaces per 6 or more dwellings or part thereof.</div></div>	<p>Car Parking Requirements</p> <p>The required car parks per residence (in accordance with Table C3. 4-2) are as follows;</p> <table><tr><th>Land Use</th><th>Scale</th><th>Rate</th><th>Spaces Required</th><th>Spaces Provided</th></tr><tr><td rowspan="2">Multi-Dwelling Housing (Townhouses)</td><td rowspan="2">3 dwellings</td><td>Resident: 2 per dwelling</td><td>6</td><td>6</td></tr><tr><td>Visitor: 1 per 3 – 5 dwellings</td><td>1</td><td>2</td></tr><tr><td>TOTAL</td><td>-</td><td>-</td><td>7</td><td>8</td></tr></table> <p>The development <u>exceeds</u> the required number of spaces.</p>	Land Use	Scale	Rate	Spaces Required	Spaces Provided	Multi-Dwelling Housing (Townhouses)	3 dwellings	Resident: 2 per dwelling	6	6	Visitor: 1 per 3 – 5 dwellings	1	2	TOTAL	-	-	7	8
Land Use	Scale	Rate	Spaces Required	Spaces Provided															
Multi-Dwelling Housing (Townhouses)	3 dwellings	Resident: 2 per dwelling	6	6															
		Visitor: 1 per 3 – 5 dwellings	1	2															
TOTAL	-	-	7	8															
<p>5 Car parking</p> <p>Objectives</p> <ul style="list-style-type: none">To integrate the location and design of car parking in the design of the development.To ensure that car parking and service vehicle areas are pleasant and safe areas to park.To minimise vehicle and pedestrian conflict and improve pedestrian safety.To ensure that the location and	<p>The proposed development has met the design standards of C3.3-1 as all car spaces are either incorporate into the building line or are located behind the building line, are able to be entered and existed in a forwards direction and have been designed in accordance with AS/NZS 2890.1 2004.</p> <p>The proposed development will have 2 units being accessed via a driveway which travels along the properties northern boundary. There is an existing dwelling located on the adjoining lot which is located approximately 1.2m from the boundary. A</p>																		

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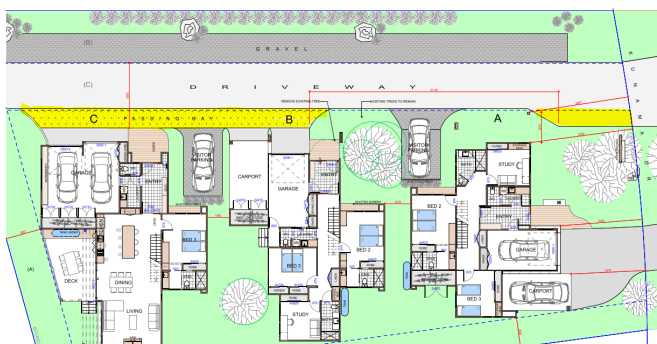
<p>design of car parking does not result in detrimental affects on the streetscape and adjoining or nearby properties</p>	<p>review of council's records and the approved floor plan for the dwelling shows several habitable rooms, including living and bedrooms, being located on the southern side of the dwelling.</p> <p>The potential impacts on the neighbouring development associated with traffic include noise and light pollution.</p> <p>Given the size of the subject lot it is reasonable to conclude that an expectation would be for a dual occupancy to be constructed on a large lot. There are no requirements in the SR DCP which preclude both dwellings of a dual occupancy to be accessed via a gun barrel driveway (where both dwellings are accessed from a driveway which traverses a side boundary).</p> <p>As such a neighbouring property to be subject to the noise of an additional 20 vehicle movements per day is considered to be reasonable.</p> <p>The proposed development has dwelling A being accessed solely from Kunama Drive and has no foreseen impact on the adjoining property to the north.</p> <p>When determining the number of vehicle movements the Snowy River Geometric Road Design - AUS-SPEC-1 document applies a traffic generation rate of 10 vehicles per day (vpd)/for single dwelling allotments.</p> <p>The design proposes access for dwellings B & C to be accessed via the existing driveway/ROC within the property and resulting in a total of an additional 20 traffic movements per day.</p> <p>The applicant has provided a Traffic report (see Attachment 4) in which the consultant has identified that the existing ROC exceeds the definition of a domestic driveway and as such states that the inclusion of a passing bay would achieve a superior outcome in regards to road safety.</p> <p><i>'A passing bay is provided within the proposal which expands the existing 4m wide right of carriageway to 5.5m at the site boundary to accommodate two-way passing. It is evident from the proposed</i></p>
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plans that the length of the 5.5m wide passing bay as measured within the property is at The current right of way serves five (5) dwellings, clearly in excess of the definition of a "domestic property". It is good practice to provide passing bays for right of way carriageways that serve more than three dwellings in accordance with AS2890. 1:2004 and as such, it would be a superior outcome with consideration to road safety as compared to the existing right of way with a 4m restriction.'

The report also outlines the potential traffic generation and also considers pedestrian safety:

Further, with respect to pedestrian safety of the right of carriageway, the proposed widening of the driveway together with a 10km/h speed limit imposed on the right of carriageway along Lot 1 will achieve optimum pedestrian user safety for pedestrians walking along the right of carriageway within Lot 1. In effect, the proposed 10km/h speed limit within Lot 1 effectively operates as a "Shared Zone", where pedestrians and vehicles share the road space. Pedestrian safety along the residual length of the right of carriageway is a matter for others to address.



It is considered that the proposal of a passing bay, widening and lengthening of the driveway crossover within the property and the limit of 10km/h will improve vehicle and pedestrian safety. It is relevant to note all lots will be benefitted by the passing bay designed at the interface of Kunama Drive which is proposed as part of the works on Lot 1.

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	It is acknowledged that the proposed development will increase the number of traffic movements along the existing driveway/ROC. It is considered that the number of movements are reasonable and the measures inclusion of a passing bay satisfies this standard and meets the objectives of C3 (5) Car Parking.
<p>6. Car Parking Provision Objectives</p> <ul style="list-style-type: none"> To provide sufficient, safe and convenient parking facilities to meet user requirements and ensure that development is self-sufficient in the provision of off street parking. To reduce the need for kerbside parking and encourage the use of roadways for the free flow and movement of vehicles. 	<p>The visitor car parks and mailbox structure are located in a satisfactory location. The letterbox is in the front setback and the visitor car spaces are behind the building line.</p> <p>The location exceeds the development standards of the SR DCP controls and it is reasonable to foresee that the proposed provision of car parking for each dwelling and the visitor car spaces will reduce any need for kerbside parking and allow for the development to be self-sufficient in regards to off street parking.</p>
C5 Tree preservation & Landscaping	<p>Landscaping requirements for the development are required to meet category 2 provisions as it is not a single dwelling house or dual occupancy. Therefore the landscaping requirements are to have a significant cumulative impact rather than specific to an individual site.</p> <p>The development is proposed to remove one (1) native tree found within the site and has demonstrated measures to incorporate the existing vegetation into the design.</p> <p>The proposed landscaping plan includes planting of three (3) snow gums in the front setback and two (2) between dwellings B & C. This will total four (4) retained existing trees and five (5) replacement trees.</p> <p>As such it is considered that the proposed landscaping plan achieves the desired requirements of a category 2 development.</p>
C9 Energy & Waste Efficiency, Water Supply & Effluent Disposal	<u>Satisfactory</u> - The development is subject to the requirements of the State Environmental Planning Policy BASIX 2004 and has provided a compliant certificate.
C10 Waste management & Recycling	<u>Satisfactory</u> - Councils waste and recycling

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collection services are available to the site. The proposed development indicates that bin storage will be stored individually in the rear court yard of each unit.

Clause 4.1 (b) requires that development application plans and drawings must show:

- Storage space and layout for bins - ✓
- Storage room for bulky waste – ✓ (assumed that this will be managed within the Strata lots of each unit.
- Waste collection point(s) for the site - ✓
- Path of access for users and collection vehicles - ✓
- Layout and dimensions required to accommodate collection vehicles when on-site collection is required – ✓ (see below)

Proposal Requirements:

Lot 1 - 4 x waste & 4 x recycling

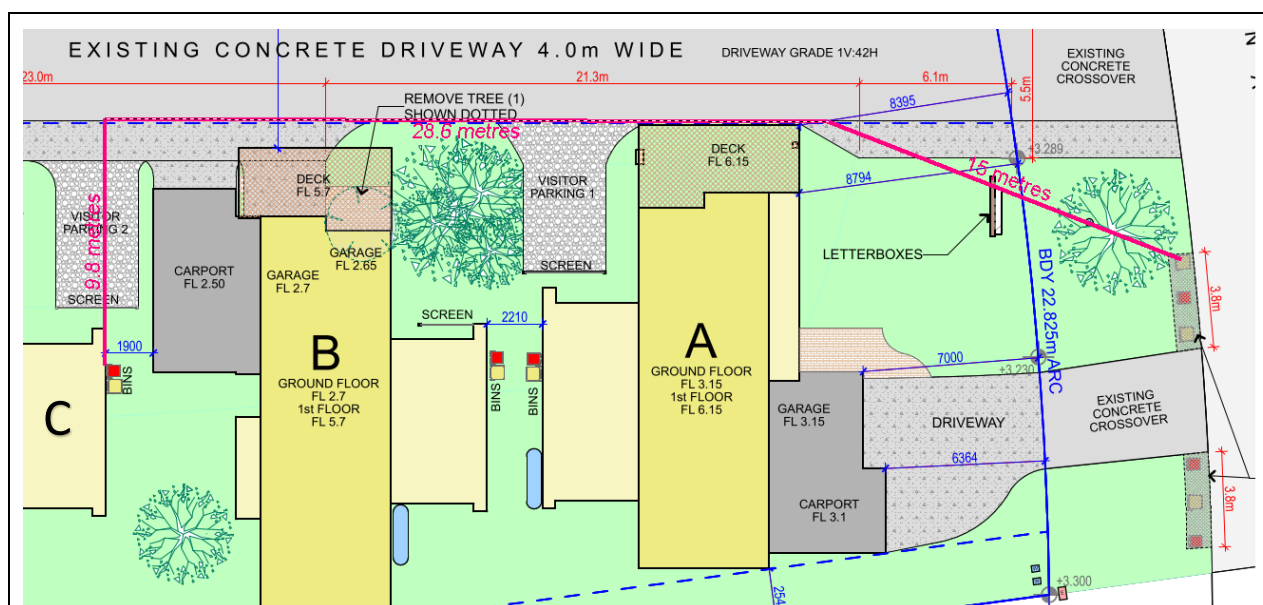
The site plans show that the bin location for pick up days is located at the southern end of the eastern property boundary (street frontage) with 7.6m allocated.

In accordance with the indicative bin sizes table (see below calculations) a minimum of 5m is required to fit all bins without any bin separations. It is recommended by council that a minimum 1m separation is required for the safe collection of bins by Councils waste collection trucks, however a separation of 500mm is considered a reasonable separation.

As such a total street frontage required is 8.5m, and the allocated 7.6m is slightly under sized but is considered **satisfactory**.

Clause (e) also states that the desired maximum travel distance for a 240L bin is 50m and for 360L bin 10m. The travel distance for dwelling C is approximately 53m and is slightly over the desirable distance but is considered to be **satisfactory** due to the even gradient of the land.

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Indicative Bin Sizes

Bin Type	Height	Depth	Width
240L	1060mm	730mm	580mm
360L	1090mm	840mm	675mm
1100L	1370mm	980mm	1250mm

Note: these dimensions are a guide only.

Typical 240L bin width = $(0.58\text{m} \times 4) = 2.32\text{m}$ width requires for 4 general waste bins

Typical 360L bin width = $(0.84\text{m} \times 0.675\text{m}) = 2.7\text{m}$ width requires for 4 recycling bins

Total without any bin separation = 5m

Separation of bins $(1\text{m} \times 7) = 7\text{m}$ or $(500\text{mm} \times 7) = 3.5\text{m}$

Note - Under the helpful hints regarding kerbside collection on Councils website it suggests a separation between bins of 1m to ensure collection of waste.

D1 Residential Accommodation

3. Site Planning & layout

Provision	Response/Acceptable Solution
<p><u>D1.1-1 Site Planning</u></p> <p>Development should be appropriately located on the site to:</p> <ul style="list-style-type: none"> consider the amenity of neighbouring properties is maintained or enhanced; consider the impact of the 	<p>The orientation of the proposed private open space for dwellings A & B is towards the northern boundary, additional private open space is located at the rear of the buildings, facing the southern side boundary.</p> <p>When considering residential amenity elements</p>

development on views and view sharing;

- facilitate solar access;
- protect significant landscape and vegetation;
- allow for the provision of landscaping and provide room for additional tree plantings to grow to maturity;
- facilitate the efficient use of the site;

that are particularly relevant relating to the liveability of a dwelling. It is considered that each dwelling will receive adequate solar access, has adequate space for landscaping and has no foreseen impact on views.

The development of the proposal has no foreseen impacts on the amenity of the properties located to the west, as it is reasonable to conclude that the development will not impact on the way these properties are used within their boundaries.

A review of council's records and the approved floor plan for the dwelling located north of the subject lot shows several habitable rooms, including living and bed rooms, being located on the southern side of the dwelling. The dwelling is located approximately 1.2m from the shared boundary and there is currently screening vegetation providing a barrier. These plants will continue to grow and provide further screening. The subject land is a residential lot and it is reasonable for the land to be developed for residential accommodation. The proposed development is setback over 9m from the northern boundary and as such it is considered that the amenity of the northern property is maintained.

However, it is considered that the construction of a dividing fence will mitigate any amenity impacts and as such enhance the amenity of the northern property. A condition of consent has been proposed to require the construction of a dividing fence to be constructed the length of the northern boundary and is to be in keeping with the existing fence.



The submitted information has demonstrated that there is adequate provision for landscaping and has provided adequate room for additional tree plantings to grow to maturity.

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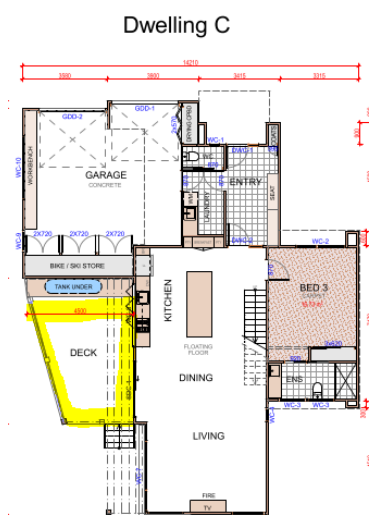
Minimum lot size	The subject site complies with clauses 4.1A
Site coverage	<p>Satisfactory - In accordance with the Table D1.1-3 for the zone of RU5 the maximum site coverage for multi dwelling housing is 40%.</p> <p>The subject site is 1690m² and the proposed site coverage is 442.31m² which equates to 26.2%.</p>

Unit A	Unit B	Unit C	Total
145.49m ²	141.87m ²	154.95m ²	442.31m ²

Open space

D1.1-4 Private Open Space

- a ☐ Private open space is to be provided to each dwelling and is to be designed to meet the needs of occupants.
- b ☐ Private open space is to be capable of serving as an extension of the dwelling for relaxation, dining and entertainment and is to have direct access from the major living area of the dwelling.



- c ☐ Private open space is located to maximise views, natural features and orientation.

- a) Private open space (POS) has been provided for each unit.
- b) All dwelling have their allocated POS connected to the living space and as such this is considered satisfactory.

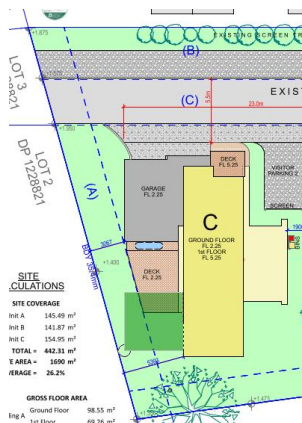


- c) The location of the development does not allow for any significant views to be captured. It is noted that the design of dwellings A & B has the POS orientated towards the existing dwelling across an

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d Private open space at ground level is to:

- Be orientated to the north (where possible)
- Be protected from unfavourable winds
- Have a minimum area of 25m²
- Have a width of 4 metres
- Be screened as appropriate (shade, privacy and acoustic)
- Receive a minimum 4 hours of uninterrupted direct sunlight per day



Dwelling C POS

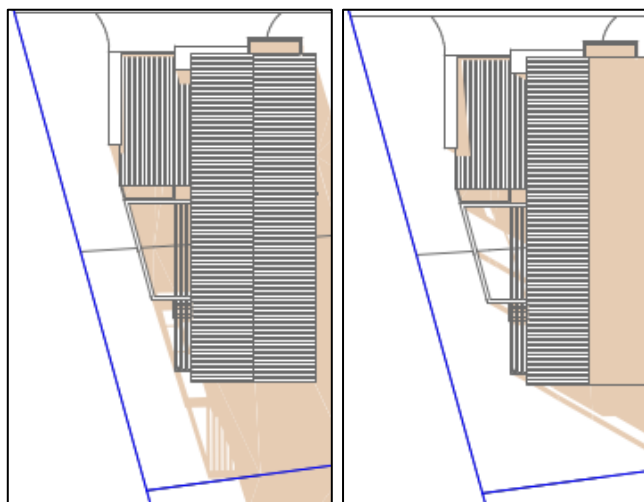
e Private open space above ground level is to:

- Be orientated to the north
- Have access from the main living area
- Have a minimum area of 10m²
- Have a minimum width of 2

existing driveway (right of carriage way). Whilst dwelling C is orientated towards the west. It is also noted that both dwellings A & B would also have a dwelling located along the southern boundary with no substantial vegetation and as such have no opportunity to capture any significant views.

d) The POS for dwelling C is located on the ground floor and as such these standards apply.

- Non-compliant - The proposed POS is orientated to the west.
- Complies - is protected from unfavourable wind.
- Complies - there is an area which is over 4m wide and achieves an area of over 25m².
- Complies - Dwelling C meets the required 25m². Plan DACC SHAD4 shows that this area receives sunlight from 1 – 4pm.



1200h (June 21)

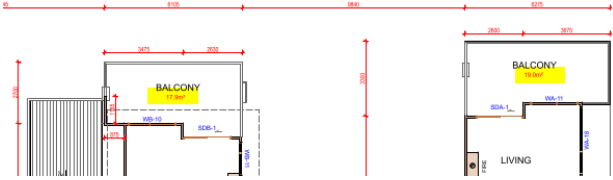
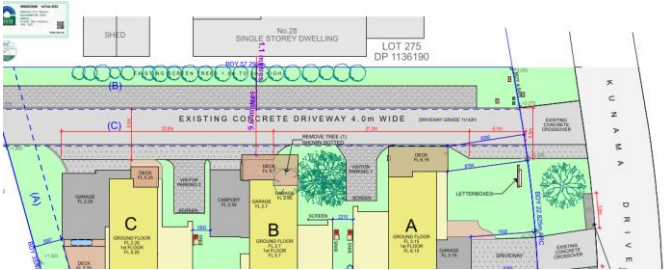

1500h (June 21)

e) Dwellings A & B have dedicated POS located above ground, as such the development standards of (e) apply.

- The balconies are orientated to the north
- All have access from the main living area
- Each balcony is over 10m² in size

8.3

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<div>metres</div> <div><div><div></div><div>Not be located facing directly towards adjoining development impacting on their privacy and amenity</div></div></div> <div><div><div></div><div>Where possible existing trees and natural landscape features (eg rock outcrops) are to be retained and incorporated into landscape design</div></div></div>	<div><div><div></div><div>Each balcony is a minimum width of 2.6m</div></div><div><div><div><div>Dwelling B</div><div>Dwelling A</div></div><div></div></div></div><div><div><div></div><div>All balconies, including the Juliet balcony from dwelling C, are orientated and directly facing the adjoining development. The distance between developments is over 10m and in conjunction with the provision of vegetation screening and the requirement of a dividing fence it is considered that there no foreseen unreasonable impact regarding the privacy and amenity of the adjoining development to the north.</div></div><div><div><div></div></div></div><div><div><div></div></div><div><div><div></div><div>f) The subject development proposes to retain the existing vegetation along the northern boundary and 4 existing trees within the subject.</div></div></div></div></div></div>
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Provision	Response/Acceptable Solution
4.1 Building height	<u>Complies</u> - The height of the proposed development is compliant with those required under clause 4.3 of the SR LEP 2013, as discussed above. The applicant has provided shadow diagrams and are discussed under 6.1.
4.2 Floor space ratio	<u>Complies</u> - The floor space ratio of the proposed development is compliant with those required under clause 4.1A of the SR LEP 2013, as discussed above.
4.3 Setback	<u>Complies</u> - The proposed setbacks are compliant with the requirements as laid out in minimum setback table.

5. Building Design

Provision	Response/Acceptable Solution
<p>5.1 Building form</p> <p>D1.3-1 All Residential Development</p> <p>a) New development should respect adjoining development and display “good manners” by:</p> <ul style="list-style-type: none"> • Maintaining an appropriate distance between buildings to protect privacy; • Maintaining a sympathetic scale relationship; and • Ensuring a reasonable sharing of solar access. <p>b) Built form must respect and follow the natural topography of the site. On sloping sites the building mass must be modeled on stepped in response to the land gradient and avoid concentrating the structural bulk on the uphill or downhill side of the site.</p> <p>c) New development should incorporate architectural relief and modulation of</p>	<p>a) The setback distance between dwelling A and the southern boundary is a minimum of 2.5m and the first storey has been fitted with only 2 small windows. As such it is considered that an appropriate distance has been achieved and the design is sympathetic to the southern dwelling and therefore satisfactory. It is considered that the re-design has minimised the bulk of the buildings and therefore has maintained a sympathetic scale relationship to adjoining developments.</p> <p>b) The subject has a gentle slope and there is no requirement to step the development.</p> <p>c) The amended proposed design included a combination of materials and finishes, includes architectural elements and</p>

<p>facades to avoid a bulky appearance. This may be achieved by measures such as: window openings, balconies or terraces, entry porches, staggered wall planes, combination of material and finishes and decorative architectural elements.</p> <p>d) Articulate all street elevations for development on corner allotments.</p> <p>e) Special care should be undertaken on sloping sites where the impact of heights and distances may be exaggerated.</p> <p>f) The roof of the building should be designed so that it does not unduly increase the bulk of the building including:</p> <ul style="list-style-type: none"> • Careful selection of materials, colour and pitch; and • Use of low angled pitched roofs provided they are compatible with existing development and the existing streetscape character. <p>g) Council may consider the inclusion of habitable rooms with the roof space.</p> <p>h) The building design, detailing and finish will be appropriate for the region and will consider the major design recommendations contained in the "Snowy River Design Guidelines".</p>	<p>adequately addresses the street. The northern elevation design is well articulated, has balconies and entry porches. Additionally, the proposed skillion roof line is considered to have reduced the bulk of the building.</p> <p>d) Not applicable as the site is not a corner allotment.</p> <p>e) Not applicable as the site is relatively flat with only a gentle slope.</p> <p>f) The proposed amended design is considered to be in keeping with the predominant rooflines seen in the area being either a skillion or a gable design. This has resulted in the reduction of bulk presented to the street (see images 1 – 7 above) The roof line is considered to be compatible with the existing development and in keeping with the existing street character.</p> <p>g) Not applicable.</p> <p>h) Building design and finish will be appropriate for the region. Large expanses of any single material are avoided by using a variety of finishes, all of which have a low reflective quality as shown in the exterior materials plan.</p>
<p>5.2 Visual character & streetscape</p> <p>D1.3-3 Visual Character & Streetscape</p> <p>a) A Visual Character Study may be used to determine the components of visual character in a particular area. The prominent characteristics of the</p>	<p>a) A Streetscape Assessment was provided as part the Development Impact Statement. This has been considered. Council's staff have carried out an independent assessment of the</p>

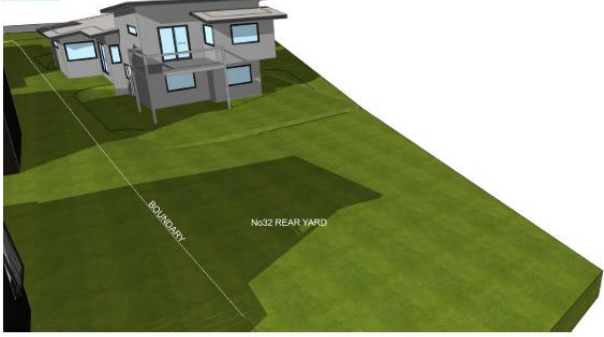


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<p>neighbourhood should then be identified and considered as part of the site analysis.</p> <p>Note: Visual character is created by many features including: lot sizes, fencing, kerbs, setbacks, spatial separation, access arrangements, street tree planting, native vegetation and private gardens, as well the architecture of individual residences and buildings.</p> <p>b) Development near ridge tops or ridge lines should consider the height, colour and pitch of the proposal to ensure the proposal does not dominate the surrounding area. This may be achieved by ensuring that development is: high quality; relates to a human scale and minimises overshadowing.</p> <p>c) <input type="checkbox"/> Parking and garages must not dominate the frontage of the dwelling and the front and entry to dwellings must address the street.</p>	<p>area and have concluded that it is predominantly characterized by single storey dwellings with large setbacks including native vegetation and private gardens. The predominant architectural style in the area is alpine architecture with either skillion or gable roof lines.</p> <p>The proposed development is consistent in regards to the proposed colour and material schedule, front setbacks and architectural style.</p> <p>b) Not applicable.</p> <p>c) The proposed design will only see the garage and carport of dwelling A facing the street and this occupies only 7m (approx. 25%) of the street frontage and as such is considered satisfactory.</p>
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6. Amenity

Provision	Response/Acceptable Solution
6.1 Solar access & overshadow	
<p>D1.4-2 Solar Access to Neighbouring Development</p> <p>a) A portion of the north facing living area windows of neighbouring dwellings must receive a minimum of 3 hours of direct sunlight between 8am and 4pm or 21 June or if less is being received prior to the development, the proposed development must not further reduce direct sunlight.</p>	<p>a) The applicant has provided solar access diagrams showing the impact of the proposed development on the dwelling to the south. The existing dwelling has a single clerestory window north facing, with the primary living room window located on the western elevation.</p> <p>Plan SHAD5 indicates that from 1pm no part of the north facing window is impacted from 1pm onwards and that the west facing window is impacted only minimally at 1pm</p>

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	and not impact for the remainder of the time period.
 <p>No32 June21 1pm</p>	 <p>No32 June21 2pm</p>  <p>No32 June21 3pm</p>
<p>b) The private open space of neighbouring dwellings must receive a minimum of 3 hour of direct sunlight between 8am and 4pm on 21 June. The area covered by sunlight must be capable of supporting passive recreation or if less is being received prior to development, the proposed development must not further reduce direct sunlight.</p> <p>c) Existing solar panels on neighbouring dwellings, which are situated not less than 6 metres above ground level (existing) must retain a minimum of 3 hours of direct sunlight between 8am and 4pm on 21 June.</p>	<p>b) Plan SHAD4 & 5 indicates the impact on the neighbouring dwellings POS which is a deck servicing the living space on the second floor.</p> <p>The Plan SHAD4 shows that at 10am until 11am there is no impact from the proposed development. At 12pm the balcony is shadowed by dwelling B and Plan SHAD5 shows that it is no longer impacted after 1pm. Dwelling C does not impact the neighbouring balcony.</p> <p>As such the development achieves the requirement of (b) as it retains adequate direct sunlight to the neighbouring dwelling.</p> <p>c) There are no solar panels existing on neighbouring dwellings which will be impacted.</p>

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<p>d) Any variation from the above requirements will be subject to a merit assessment having regard to the following: how the proposed development meets the FSR, height, setback and site coverage controls; orientation of the subject and adjoining allotments; topography of the subject site and adjoining allotments; location and level of windows; and shadows cast by existing buildings on neighbouring allotments.</p>	<p>d) A variation was not sought to the requirements of (b) and as such is not subject to merit assessment and the application has been determined on the information provided.</p>
<p>6.2 Energy conservation</p>	<p><u>Satisfactory</u> – The application includes a BASIX and Natethers certificate.</p>
<p>6.3 Visual privacy</p>	
<p>D1.4-3 Visual Privacy</p> <p>a) All habitable room windows must be located to minimise any direct viewing of existing habitable room windows in adjacent dwellings by one or more of the following measures:</p> <ul style="list-style-type: none"> ○ Offsetting or staggering windows away from those of the adjacent buildings; ○ Setting the window sills at a minimum of 1700mm above finished floor level; ○ Installing fixed or translucent glazing up to a minimum of 1700mm above finished floor level; ○ Installing fixed privacy screens outside the windows in question; <p>b) The windows to the main living and dining rooms must be oriented away from the adjacent dwellings wherever possible, for example oriented to the front or rear of the allotment or a side courtyard.</p>	<p>The design of buildings can optimize privacy by minimising cross viewing and overlooking to adjoining dwellings. The emphasis of the control is on minimising cross viewing and overlooking from the indoor and outdoor living areas of dwellings to maintain the amenity of the neighbours.</p> <p>The amended design has increased the height of the balustrade for the upper floor balconies which are north-facing.</p> <p>The distance from the balconies to the dwelling is over 9m and compliant with the requirements.</p> <p>The combination of the increased height of the balustrade and distance is considered adequate.</p>

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<p>c) Upper floor balconies should be focused to the street or rear yard. Any elevated balconies or balcony returns on the side façade must have a narrow width to minimise privacy impacts on adjoining properties.</p> <p>d) First floor decks, balconies and roof top terraces are not supported where they overlook or have the potential to directly overlook habitable rooms or private open space.</p> <p>e) Screen planting and planter boxes may be used as a supplementary device for reinforcing privacy protection. However they must not be used as the sole privacy protection measure.</p>	<p>(c) <i>Non-compliant</i> - The proposed balconies for all three (3) dwellings are facing the north towards an existing dwelling and are considered to be along a 'side boundary' and therefore will be assessed as a side façade. The proposed balconies for dwellings A & B are not narrow in design as they have been designed to meet the requirements of POS. As such the design does not meet this standard but due to the distance separation and increased height of the balustrade which is of non-transparent material.</p> <p>All three (3) dwellings are facing the north towards an existing dwelling and will have direct view into the habitable rooms. The distance between the windows are at the required 12m and the balconies which are to be used as the primary POS for dwellings A & B are over the required 9m of distance from the dwelling to the north.</p> <p><i>Non-compliant</i> - The Landscaping Plan indicates screening plants that are already planted along the northern boundary. It is noted that these plantings were a requirement of DA0006/2016. There are no proposed changes to the existing screening vegetation along the northern boundary.</p> <p>The character of the area is for rural fencing between properties, this is what currently exists between 30C Kunama and 32 Kunama (see image 8 Below).</p> <p>Given an easement for services exists along the southern boundary and screening plants will have the potential to impact on infrastructure. As such the provision of screening will not be required.</p>
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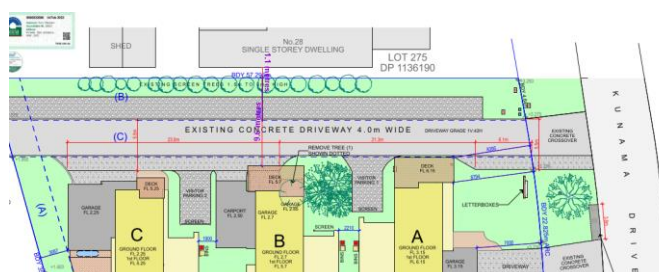


Image 10: 32 Kunama Drive, Northern Elevation

- f) For sloping sites, any ground floor decks or terraces must step down in accordance with the landform, and avoid expansive areas of elevated outdoor recreation space.
- g) A nine (9) metre separation should be provided between the windows of habitable rooms of dwellings that face each other or abut a public or communal street and a twelve (12) metre separation should be provided for windows above first floor level. Where windows are within the nine (9) metre or twelve (12) metre distance, direct views are to be screened by:
- A 1.8 metre solid wall or landscaping on flat sites; or
 - Landscaping, offsetting windows and setting sill heights to 1700mm or fixed translucent glass on sloping sites.

f) Not applicable.

- g) The proposed development has first floor windows from habitable rooms facing habitable room windows in the adjoining property to the north. The distance between the windows is over 12m which is compliant.



In response to submissions and council comments the applicant has provided plans which have no windows proposed for dwelling B on the southern elevation in order to minimise overlooking.

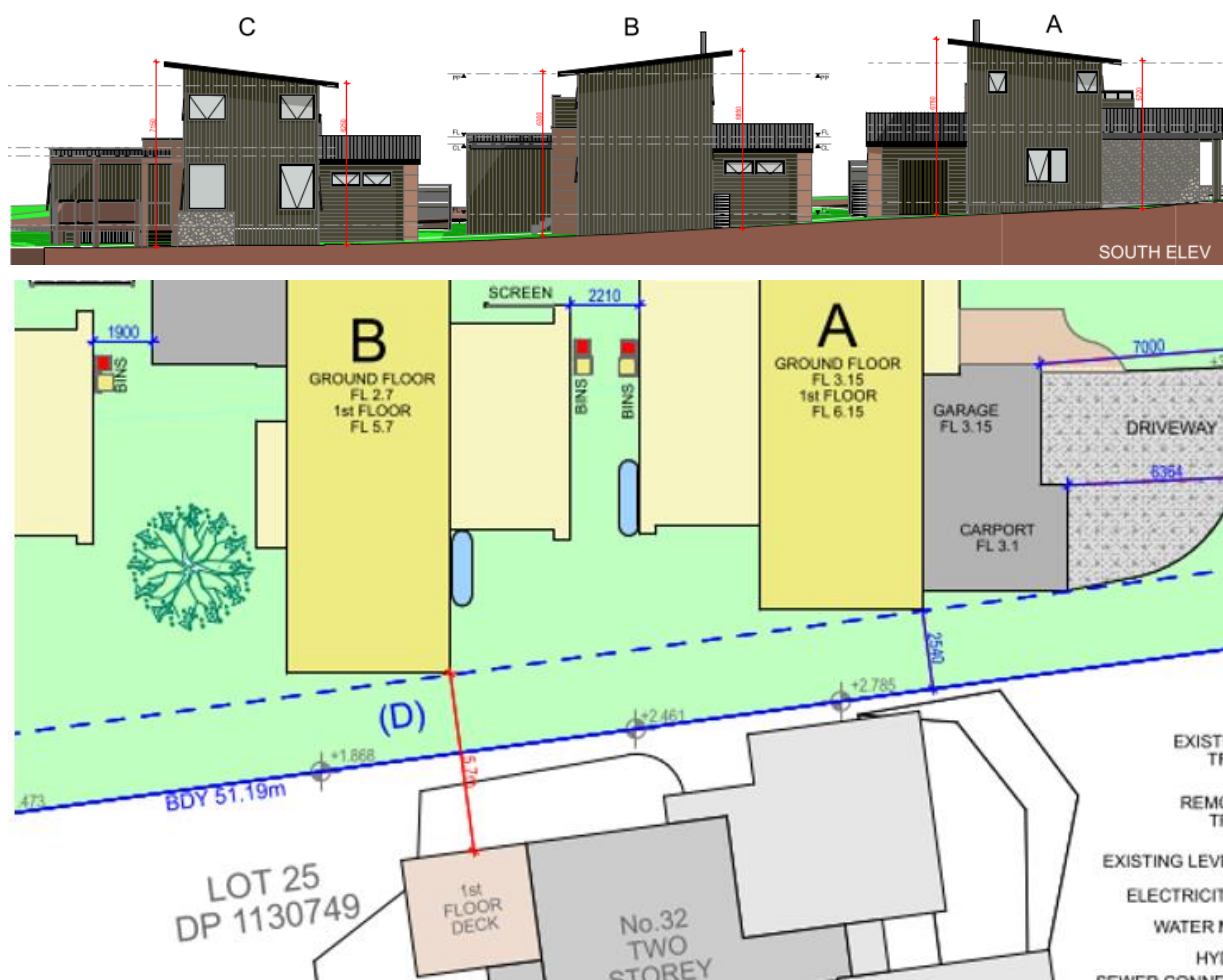
Dwelling A has first floor windows from habitable

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Note: a habitable room is defined in the BCA to generally mean: a room used for normal domestic activities, other than a bathroom, laundry, toilet, pantry, walk in wardrobe, hallway, lobby, clothes drying room or other space of a specialised nature that is not occupied frequently or for extended periods.

rooms facing habitable room windows in the adjoining property to the south. The distance between dwelling A and the southern dwelling is 4m. This is less than the required 9m. However, the habitable room at 32 Kunama is on the ground floor and the proposed windows for dwelling A are considered to be small and the windowsill is 4.5m above existing ground level. As such it is considered that the separation between habitable rooms is satisfactory.

The reduction in size and location of the windows for dwelling A and the proposal of no windows for dwelling B's southern elevation is considered an appropriate measure to ensuring visual privacy.



6.4 Acoustic privacy

D1.4-4 Acoustic Privacy

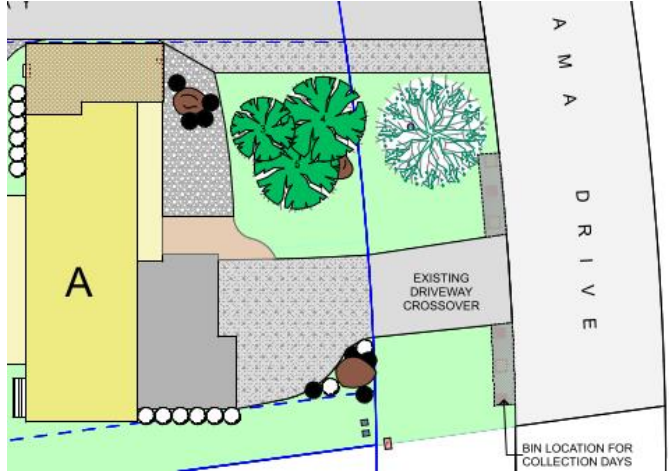
a) Dwellings must be sited and designed to limit the potential for excessive

a) There are no proposed balconies, main living areas or swimming pools proposed

<p>noise transmission to the sleeping areas of adjacent dwellings. Accordingly, the main living room windows, barbeques, swimming pools and spa pools, garbage collection areas, pumps and air conditioners must not be located immediately adjacent to the bedroom windows of adjoining dwellings.</p> <p>b) Attached dual occupancies and other dwellings with common walls must be designed to reduce noise transmission between dwellings through the following measures:</p> <ul style="list-style-type: none"> • Locate noise generating areas adjacent to each other, and quiet areas next to each other (eg living rooms to living rooms) • Locate less sensitive areas, such as stairways, store rooms, toilets, built-in wardrobes and the like adjacent to the party wall for both dwellings to serve as a noise buffer • Avoid locating wet areas such as toilets, laundries and kitchens adjacent to the bedrooms of the adjoining dwelling. <p>c) To improve acoustic privacy the following can be implemented into building design:</p> <ul style="list-style-type: none"> • bedroom windows and car parking areas are to be a distance of three (3) metres apart; • doors and windows of adjoining dwellings are to be a distance of three (3) metres apart; and • shared walls and floors are to be constructed to reduce noise transmission <p>d) Building setbacks are to be varied to ensure adjoining residents feel an</p>	<p>immediately adjacent to the bedroom windows of adjoining dwellings</p> <p>b) Not applicable.</p> <p>c) All bedrooms for adjoining dwellings are located over 3m away from another dwelling parking areas. All doors and windows of adjoining dwellings are to be a distance of three (3) metres apart and all shared walls have been proposed to be constructed to reduce noise transmission.</p> <p>d) <u>Non-compliance</u> - As the proposal is for multi-units it is considered that this standard applies to each unit individually and as such it is necessary to consider how</p>
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<p>adequate sense of acoustic privacy when using rooms fronting driveways, accessways, pathways and the street.</p> <p>e) Dwellings abutting major roads and other noise generating land uses should be designed and sited to minimise noise impacts.</p>	<p>each unit will impact on the other units within the development.</p> <p>The POS and main living areas for dwellings A & B are proposed to be fronting the shared driveway/ROC with almost a non-existent setback to each balcony and less than 3m to the living room window.</p> <p>The applicant has proposed an increased balustrade on amended plans and this is a satisfactory solution.</p> <p>e) Not applicable as the subject site is not abutting a major roads.</p>
<p>6.5 Landscape Design</p> <p>D1.4-6 Tree Replenishment</p> <p>a) Development proposals should contribute to the retention and replenishment of trees so as to retain the predominant character for the area that provides for large canopy trees. A list of recommended landscape species is included in Chapter C5 Tree Preservation and Landscaping (Appendix C5-1).</p> <p>b) Lots with the following sizes should support a minimum number of trees capable of attaining a minimum height of 13 metres on decomposed granite soils:</p> <ul style="list-style-type: none"> - Lots over 1500m² = seven (7) trees <p>c) When siting trees consideration should be given to solar access in adjoining properties and impact on views and view sharing.</p>	<p>a) The development proposed the removal of 1 tree from the site. The submitted landscape plan shows the replanting of 3 trees in the front setback and 2 in the courtyard between dwellings B & C.</p> <p>b) The required number of trees on a site over 1500m² is seven (7) trees with the capability of attaining a minimum height of 13 metres. The proposed plantings and the retained trees will total 10 trees.</p> <p>c) The landscaping plan proposes the planting of three (3) 'Snow Gums' in the front setback. An additional 2 trees are proposed in the courtyard between dwellings B & C. Snow gums are a slow growing species and generally grows to around 4 to 8 metres tall, but can be taller. The</p>

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	<p>positioning of the tree in the court yard are considered to be satisfactory and would contribute to screening between buildings. The three (3) trees proposed in the front setback are considered to have adequate space to grown to maturity and will contribute to providing screening between the street and dwelling A.</p>  <p>The development design has adequately considered landscaping to provide screening between buildings, conserve existing landscape and provide an effective visual balance between building structures and open space. As such it is considered that the landscaping plan does meet the following objectives of 6.5 Landscaping Design.</p>
6.6 View sharing	There are no foreseen view sharing issues.
<p>6.7 Safety & security</p> <p>a) The main entry to a dwelling must be located on the front elevation facing the street and be readily identifiable, unless the site has a narrow frontage width.</p>	<p>a) The proposed design has included a main entry to dwelling A to front the street. The proposed entry for dwellings B & C is from the side elevation. It is considered that Dwellings B & C have the ability for natural surveillance from the first floor living and balcony up the ROC and via a window adjoining the front door on the ground floor. Dwellings B & C are slightly staggered and do not contribute to the provision of natural surveillance. However, the dwellings are set back over 9m from the northern boundary and as such it is considered that there is more than adequate space to allow for a surveillance corridor up the</p>

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<p>b) The street number of a dwelling must be clearly display near the main entry.</p> <p>c) Dwellings adjacent to public or communal streets or public space are to be designed to provide for casual surveillance.</p> <p>d) Front fences, parking facilities and landscaping must be designed so as not to obstruct casual surveillance to and from the dwelling and to permit safe access by residents and visitors.</p> <p>e) Adequate lighting is to be made available to all public areas.</p> <p>f) Dwellings must provide at least one (1) habitable room window with a glazed area large enough to provide surveillance and located so as to overlook the street or public place.</p>	<p>driveway to Kunama Drive.</p> <p>b) Satisfactory.</p> <p>c) Not applicable.</p> <p>d) The proposed landscaping in the front set back is for three (3) gumtrees which once grown will have the potential to obstruct any opportunity for dwelling A to undertake casual surveillance and could enable an intruder to gain access, however it is reasonable to expect that a future owner will be able to prune the trees to ensure the landscaping does not obstruct any casual surveillance opportunities.</p> <p>e) This has not been demonstrated, but could be met with a condition of consent.</p> <p>f) Each dwelling has several windows on the second floor which service the main living area. The ground floor has two (2) windows which service bedrooms.</p>
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7. Car parking & access

Provision	Response/Acceptable Solution
Car parking & access	<p>The number of proposed car spaces is compliant with the required number of spaces in accordance with C3 of the SR DCP 2013.</p> <p>The proposed design utilises the existing driveway/ROC and has all car parking for dwellings B & C and visitor car parking located behind the building line and not viable from the street.</p> <p>The proposed development increases the hardstand area on the site by the driveway for dwelling A which is considered minimal.</p> <p>The applicant has provided swept paths showing</p>

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	<p>that all traffic accessing dwellings B & C can leave the car parking space in no more than 2 movements and enter and exit in a forwards direction.</p> <p>Dwelling A can only exit in a reversing movement however it is considered that given it is only a single unit that will utilise the driveway, the local conditions are safe for this to occur.</p>
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8. Services & site facility

Provision	Response/Acceptable Solution
8.1 Services	<p>The subject site is able to be connected to both councils reticulated water supply and sewer infrastructure. Mains electricity and Council waste and recycling collection services are also available to the site.</p> <p>Conditions of consent can manage the disposal of on-site stormwater and will ensure that the required water meters for billing purposes are met.</p>
8.2 Site facility	
(a) Adequate and accessible open-air drying facilities are to be provided for residents. External drying facilities at a rate of 7.5m of line per dwelling is to be provided and located so as not to be visible from a public place.	a) Each unit has adequate and accessible open-air drying facilities, however the provision for dwelling C is visible from a public place and would require a condition of consent to include screening should the application be approved.
(b) Garbage bin areas, mail boxes and external storage facilities are to be easily accessible and designed for visual appearance.	b) The mail boxes are easily accessible and are considered to be satisfactory in regards to accessibility and visual appearance. All garbage bins however, are proposed to be stored within the courtyards of each unit.
(c) Dwellings are to be provided with adequate storage areas and clothes drying facilities.	c) Satisfactory.
(d) A garbage pickup area capable of accommodating one (1) garbage bin per dwelling is to be provided at the public road frontage. The garbage bin enclosure is to be designed in	d) A garbage pick-up area has been identified on the site plan, the proposed space is considered to be capable of accommodating one (1) garbage and recycling bin per

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accordance with Chapter C10 Waste and Recycling.	dwelling. See assessment of C10 Waste management & Recycling.
(e) Only one (1) telecommunications/TV antenna is permitted for residential flat buildings.	e) Satisfactory.
(f) Where air conditioning equipment is proposed it is to be located within the roof space or other non-visible location and not on the roof itself.	f) Satisfactory.

9. Fencing & ancillary development

Provision	Response/Acceptable Solution
9.1 Fencing & walls	No fencing or retaining walls proposed.
9.2 Outbuilding	No outbuildings proposed.

The proposal has also been examined in detail against the provisions of Council's relevant Development Control Plans (Section 4.15(a)(iii) of the Act) and has been found **to achieve** an acceptable level of compliance.

9 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.

10 Impacts of the Development - Environmental, Social and Economic

Access, transport and traffic

Public Road Access

The subject lot is accessed from a public road (Kunama Drive) which has been designed and constructed in accordance with council design standards. Given the road has been designed to meet the requirements of being a collector road it has been assessed by council's development engineer to be of an acceptable standard to service this development and as such no road upgrades are required by the developer.

Internal Traffic

In order to determine the impact of the proposed development in regards to traffic it is important to understand the access functions of the subject land and the number of current vehicle movements and the potential increased vehicle movements produced by the proposed development.

The subject land is burdened by a ROC which benefits Lots 2, 3 & 4 of DP1228821.

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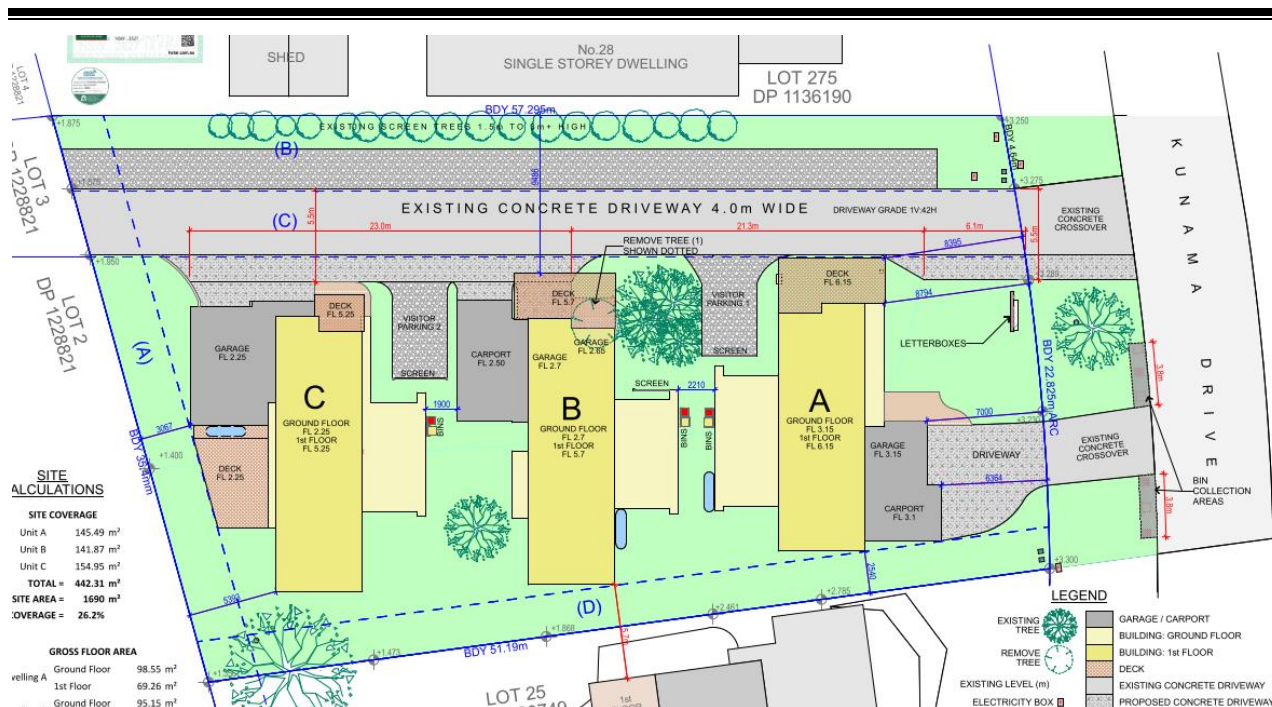
Figure 27: Right of Carriageway and benefited lots (Deposited Plan extract)



Figure 28: Right of Carriageway and benefited lots (Imagery)

The development proposed under DA10.2022.60.1 had four units being accessed via the ROC, however the applicant has in response to submissions provided amended plans reducing the overall number of dwelling to three (3), dwelling A is accessing directly from Kunama Drive and has reduced the number of dwelling utilising the existing driveway /ROC to two (2).

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The location of the driveway/ROC is set back 3m from the northern boundary and the neighbouring residence on Lot 275 DP 1136190. The development consent for the subdivision which created the subject land considered the impacts on Lot 275 DP 1136190 and included conditions of consent to limit the development capacity of Lots 2, 3 & 4 to mitigate the impacts of traffic movements.

The 88b instrument for DP 1228821 reflects the conditions of the DA and restricts the number of dwellings that can be developed on Lots 2, 3 and 4. Lots 2 and 3 has a restriction with a maximum development capacity for dual occupancy and Lot 4 can be developed with a maximum of a single dwelling. As such the maximum number of dwelling permitted on Lots 2, 3 & 4 will inform the calculations for vehicle movements as it is considered reasonable to expect that these lots will be in the future be developed to their maximum potential. In addition the subject development proposes an additional two (2) units to utilise the existing driveway/ROC along the northern boundary.

The potential impacts on the neighbouring development associated with traffic is noise and light impact. D1 6.4 has objectives and development standards which aim to minimise noise intrusion to the adjoining dwellings, with an emphasis on controlling noise generation from the indoor and outdoor areas of dwellings. The siting and design of development can minimise impact from significant sources such as traffic.

The size of the subject lot is large enough to support a dual occupancy and as such it is reasonable to anticipate that a minimum of two (2) dwellings would be developed on the allotment. There are no requirements in the SR DCP which preclude a dual occupancy to be accessed via a gun barrel driveway (where both dwellings are access from a driveway which traverses a side boundary). As such a neighbouring property being subject to the noise of 20 vehicle movements per day is considered to be reasonable.

The revised plans has dwelling A being accessed solely from Kunama Drive and has no foreseen impact on the adjoining property to the north.

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When determining the number of vehicle movements the Snowy River Geometric Road Design - AUS-SPEC-1 document applies a traffic generation rate of 10 vehicles per day (vpd)/for single dwelling allotments.

The design proposes access for dwellings B & C to be accessed via the existing driveway/ROC within the property and resulting in a total of an additional **20 traffic movements per day**.

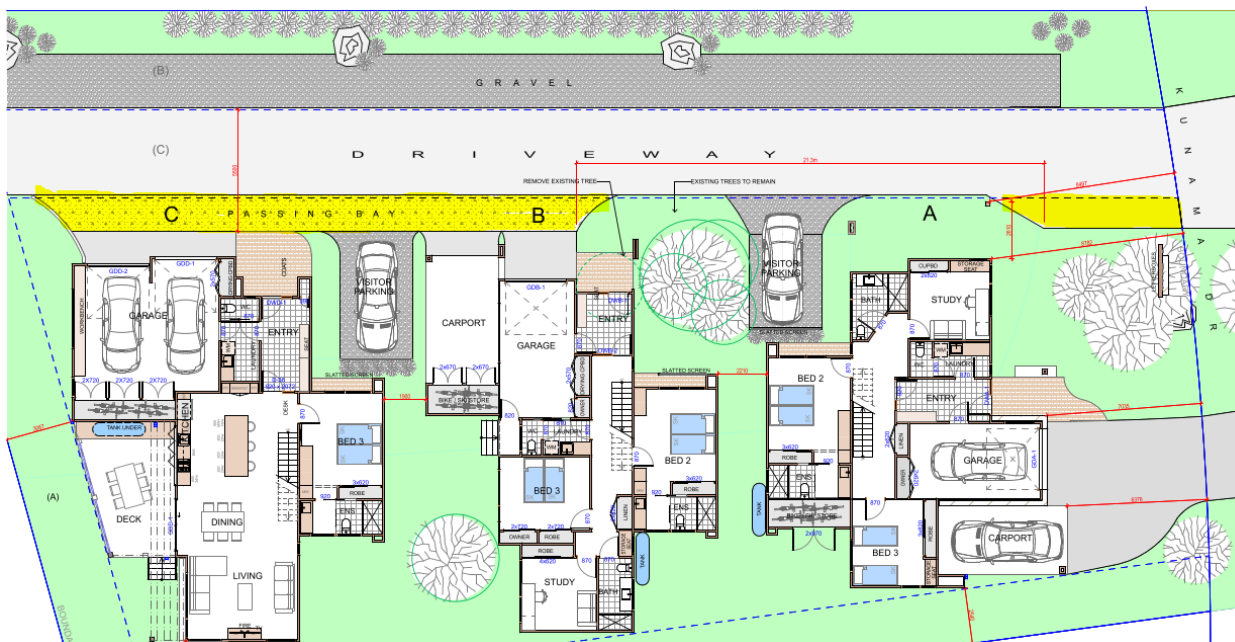
Lot 2 (Dual Occupancy)	Lot 3 (Dual Occupancy)	Lot 4 (Single Dwelling)	Lot 1 (Proposed 2 units)	Total
20 vpd	20 vpd	10 vpd	20 vpd	70 vpd

The estimated total number of vehicle movements, based on the calculations above is **70 vehicles per day**.

The proposed development accounts for **28.5%** of these movements, the same as generated by Lots 2 & 3.

Pedestrian Safety

The applicant has engaged the services of a traffic consultant to provide recommendation regarding vehicle and pedestrian safety. The recommendation proposed in the Traffic Assessment Report includes the provision of a passing bay, the widening and lengthening of the driveway crossover within the property and the limit of 10km/h will improve vehicle and pedestrian safety. It is relevant to note all lots will be benefitted by the passing bay designed at the interface of Kunama Drive which is proposed as part of the works on Lot 1.



In summary, the proposed development seeks to use the existing driveway/ROC which is already utilized as an access to Lots 2, 3 & 4 behind the subject land. The history of the creation of the land restricted the development potential of the lots using the ROC to mitigate the traffic impacts experienced by Lot 275 DP 1136190. When calculating the number of traffic movements on the

driveway/ROC the maximum potential for development on the benefited lots were included and it was found that the proposed development will increase the vehicle movements along the driveway/ROC by 28.5%. As such, it is considered that the proposed development has been designed in such a way which will minimise impacts on neighbouring properties and achieves a reasonable development yield for a lot of this size and is considered to be satisfactory.

Easements/88B Restrictions on Use

The site is benefited and burdened by several easements. The proposed development after a re-design and re-location of the mailboxes and visitor car parking, is clear of all easements. A condition of consent could ensure that all services contained within the easements are not affected.

- (A) Easement to Drain Sewage
- (B) Easement for Services
- (C) Right of Carriageway
- (D) Easement for services

Bushfire Assessment

The subject land is not mapped as bushfire prone land and as such assessment under 4.14 is not required.

Impacts on supply of utilities

The development is subject to both s7.11 developer contributions under the EP&A Act and s64 Water and Sewer contributions under the Local Government Act to mitigate the additional demand for council's services. These conditions will be payable in stages with conditions included in the draft conditions of consent to ensure payment of these contributions prior to the issuing of the construction certificate for the applicable stage.

Heritage

There are no adjoining locally listed heritage items.

Natural and other land resources

The proposed development is considered unlikely to result in any significant impacts upon natural or other land resources within the locality as the proposal will not be drawing on the riparian access rights of the subject lot, but rather mains water and rain water to supply water.

Flora and fauna & consideration of Threatened Species

The proposed development has been designed and sited to manage and avoid any significant adverse environmental impact and has demonstrated that alternatives have been considered to manage or minimise the impact. The amended development has a lesser footprint and as such has reduced the impact on the existing vegetation. Therefore, the proposed development is considered satisfactory in terms of impacts on flora, fauna and threatened species.

Waste facilities and controls

The proposed development will be connected to council's sewer infrastructure and as such contributions will be payable by the developer.

Waste will be disposed of either by Council services or a commercial agreement with a waste disposal contractor.

Energy efficiency and greenhouse gas emissions

A BASIX certificate has been provided meeting the requirements for energy efficient building.

Noise and vibration

Construction noise

Some noise will result from the construction of the proposed development however, such noise would be temporary, be restricted to occur within time limits and have no lasting impact.

Traffic Noise

Based on the calculations made by Council staff on the traffic using the driveway/ROC to access two (2) of the proposed units and the predicted noise impacts on adjoining residences it has been concluded that the development will create unreasonable impacts.

Safety, security and crime prevention

It is likely the safety and security of the area could benefit with the addition of a new accommodation through increased public surveillance.

Social impact in locality

Social impacts are changes that may occur in people's day-to-day life, how they live, work, play and interact with one another. In respect of the immediate and broader community the existing character, services, facilities, culture; including shared beliefs, customs, and values.

The application has received eight (8) submissions articulating the current residents of the area believe that the proposed development will change the social fabric of the area. In the submissions it was clear that the defining characteristic of the social fabric in the projects area are that of owner occupied single family homes. The previous assessment of the existing character of the area in this report demonstrates a low density residential social fabric and support these claims. It is also clear that the social impacts that are important to the people in the area are the sense of community that is family friendly and safe and incorporates the natural environment which is promoted in lower density areas.

The potential social impacts foreseen impacts to include vehicle and pedestrian safety, on-street vehicle parking, a use of private outdoor space, reduction in vegetation coverage and cohesion with the 'character of the suburb'.

The applicant has provided a revised proposal which has considered vehicle and pedestrian safety issues and it is considered that the proposal has provided safe pedestrian and vehicular access, with adequate manoeuvring space on site that allows vehicles to safely enter and exit the lot in a forward-facing direction. The car parking and driveway design for the development is considered to have been designed to minimise any traffic and/or pedestrian conflict by providing adequate site lines between car parking areas, the driveway and the street, through the provision of passing bays within the lot and a wider crossover.

As previously discussed in the site analysis section in the body of this report, the proposed development is considered to be of a similar density that can be found in the both the immediate and broader catchment areas of the subject site.

The proposal will add variety to housing options within the area and as such is considered to be contributing to affordable housing stock in the area. The subject land is large enough to support multiple dwellings and instead of developing the site with only a single dwelling or dual occupancy which in the current housing environment, it is reasonable to foresee, would be financially out of reach for many families. The size of the proposed strata lots are similar in size to others found within the area and is considered that the proposed development will be in keeping with the urban grain of the area and will also contribute to the facilitation of future owner occupiers.

The placement and orientation of dwelling A is one which is considered to be consistent with neighbouring development, and clearly addresses the street. The presentation of dwelling A provides coherence with the existing streetscape of Kunama Drive, and for this reason, the design of the proposed multi dwelling housing will not negatively impact Kunama Drive and its residents.

The site is currently has six (6) native trees, the proposal seeks to remove one (1) tree and replant five (5) tree, as such it is considered that the proposed development has adequate open space for vegetation and has incorporated the natural environment and is consistent with the predictable coverage in lower density areas.

The scale of the development does not have the potential to impact local social services including medical/health services, transport services, pedestrian infrastructure, and road infrastructure. Due to its scale, it will have no impact on local social services and will not have any negative impact on these services into the future.

Therefore, it is considered that the development will not impact the social fabric of Kunama Drive and will maintain the existing safe neighbourhood character.

Consideration of DA006/2016 and its contribution to mitigating future social impacts.

The subject land was created as part of DA0006/2016, as part of the application and in response to submission received the use of lots 2-4 has been restricted to a total of 5 residential buildings.

This takes the form of the following:

Lot 2 – Dwelling House or Dual Occupancy

Lot 3 – Dwelling House or Dual Occupancy

Lot 4 – Dwelling House only

The approval also required the construction of a crossover from Kunama Drive to service Lot 1. As such it is reasonable to surmise that the intention of the subdivision was for a minimum of one (1) dwelling to be accessed from Kunama Drive. The proposed development utilised the existing crossover to service dwelling A. There was not a restriction placed on Lot 1 in regards to residential development.

The originally proposal, under DA 10.2022.60.1, was for (4) unit to be accessed via the driveway/ROC. In response to Councils comments and submission received, the applicant has submitted an amended design which reduces the number of units utilising the driveway/ROC to two (2).

In summary, the proposal has been considered to be in keeping with the established urban grain of the area, will contribute to the built environment in a positive way, has provided adequate provisions to ensure traffic and pedestrian safety, adequate vegetation provision, will not

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unreasonably impact on local services and is not in contradiction to the DA which approved the subject land.

11 Submissions

Snowy Monaro Planning and Development Community Participation Plan 2019 requirements and the relevant statutory regulations required notification of the development. Notification letters were sent out to adjoining landowners and exhibited for a period of 14 days.

DA 10.2022.60.1

Six (6) submissions were received all objecting to the original development proposal.

Eight (8) submissions were received all objecting to amended development proposal.

DA 10.2023.43.1

Four (4) submissions were received all objecting to amended development proposal.

The submissions are attached to the report with consideration of the issues raised below.

Summary of Issues Raised by Submission
<p><u>Submission 1</u></p> <p><u>DA 10.2022.60.1</u></p> <p>The submission raises concerns relating to the impact of the increased traffic on the adjoining dwelling to the north and the adequacy of the main intersection services East Jindabyne.</p> <p><u>DA10.2023.43.1</u></p> <p>The submission raises concerns about the adequacy of car parking provided for each dwelling. Believes that referring to the development as being a strata development is a loop hole and retains their concerns relating to the impact of the increased traffic on the adjoining dwelling to the north.</p>
<p><u>Submission 2</u></p> <p><u>DA 10.2022.60.1</u></p> <p>This submission raises concerns relating to over development of the site and the inconsistency of the proposed development in relation to the existing character of the area. Additional concerns are raised in relation to overshadowing, stormwater, easements and the increased traffic on the existing driveway/ROC.</p>
<p><u>Submission 3</u></p> <p><u>DA 10.2022.60.1</u></p> <p>The submitter raises concern regarding the design of the building, car parking, developer contributions, compliance with the RU5 zone and broader context issues including increase traffic on Jerrara and Kunama Drive.</p>

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DA 10.2022.60.1 - Amended Plan comments

The changes made have only addressed the issues surrounding privacy. Still holds concerns in regards to overshadowing.

DA10.2023.43.1 Submission

- The proposed development does not fit within the established character of the area and is considered out of context for the locality and community.
- The proposed development results in a substantial impact on the privacy of the neighbour surrounding and community.
- Does not take into consideration of neighbours with car headlights coming up and down the proposed driveway shining into homes at night.
- Proposed development does not take into consideration noise impact on neighbours and community.
- This is a family area filled with local children whom already navigate the area without sidewalks, narrow streets, no off street parking. Adding of proposed cars on continual rotation, whom aren't aware of local children/families, narrow roads will create safety issues and will have impact on the local traffic network already under strain.

Submission 4

DA 10.2022.60.1

The submitter has raised the following issues and concerns:

- Traffic and Parking (turning circles)
- Use of the Right of Carriage way and the requirement for a public road
- Over-development of the site in relation to the over-existing character of the area
- Visual Privacy
- Lack of street amenity

DA 10.2022.60.1 - Amended Plan comments

The submitter has again raised and maintained concerns about impacts including noise and light from the associated traffic, privacy and overdevelopment of the site and the out-of-character nature of the development in the area are the main concerns of this submission. Additionally there are concerns relating to the safety of driveway in relation to reversing and that the ROC is not wide-enough for cars to pass.

Submission 5

DA 10.2022.60.1

The submitter has raised the following issues and concerns:

- The siting and building layout of the proposed development,
- The implications of the Right of Carriageway,

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- Issues surrounding car parking and access,
- Visual privacy impacts,
- Compatibility with the existing urban fabric of the area.

DA 10.2022.60.1 - Amended Plan comments

The submitter has again raised and maintained concerns about the impact of the development in relation to existing character of the area and how the development related to adjoining dwellings. This including the siting and building layout of the proposed development, the implications of the Right of Carriageway, issues surrounding car parking and access and visual privacy impacts.

DA10.2023.43.1 Submission

- The proposed development is not consistent with the original subdivision development consent DA0006/2016 approved by Council on 4 January 2016.
- The proposed three (3) occupancy multi dwelling housing development is out of character in the locality and inconsistent with the objectives of the RU5 zone. The dominant streetscape.
- Traffic, access and parking impacts have not been mitigated in the amended design.
- Impacts on residential amenity; visual/acoustic privacy, traffic/parking noise and light pollution, overlooking, over shadowing.
- Stormwater impacts to neighbours.
- Insufficient street frontage to facilitate waste collection.
- In addition to the above, the amended proposal has not addressed all of the issues raised by the objectors during the two previous public notification periods (including my submissions of 18 March 2022 and 3 July 2022) and it has not appropriately responded to the reason for refusal in the Planning Report to the council meeting held on Thursday 15 September 2022 (Record No: 122/481).

Submission 6

DA 10.2022.60.1

The submitter has raised the following issues and concerns:

- Removal of all vegetation from the site
- Traffic and Parking
- Over-development of the site in relation to the over-existing character of the area
- Effective minimum lot size
- Overshadowing

DA 10.2022.60.1 - Amended Plan comments

The submitter has raised and maintained the following concerns relating to the amended plans;

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- The proposed landscaping and the removal of all existing trees from the subject land and how the replacement will be managed.
- Overshadowing.
- The size of the development in relation to the over-existing character of the area.

DA10.2023.43.1 Submission

The submitter remains concerned regarding the building design and it impacts on the solar access for the dwelling located to the south. Additionally, they raise concerns regarding the design could be better designed to be more energy efficient and greater usable open space.

Submission 7

DA 10.2022.60.1

The submitter has highlighted the following issues and impacts;

1. The potential residential amenity impacts to the adjoining properties have not been identified and mitigated.
2. The location of the proposed right of carriageway will have adverse impacts on the adjoining Lot 275.
3. The proposed development does not allow for any buffer zones to adjoining properties.
4. Adverse noise impacts will be generated particularly by vehicles entering and exiting the proposed development.
5. Adverse visual impacts will be generated through loss of native trees and no provision for landscaping.
6. The maximum vehicle capacity of the 6 metre wide right of carriageway has not been specified.
7. Adverse traffic impacts will be generated by intensifying the number of vehicles entering and exiting the development site. The full extent of this impact is not known given the future use of each proposed lot is not identified.
8. The future use of each proposed lot should be specified in the current application to ensure that a new purchaser does not seek to overdevelop one of the sites which would intensify impacts on adjoining properties.
9. View sharing options must be considered.
10. The loss of native trees will adversely affect residential amenity. Significant trees and the tree island at the site should be identified and retained.
11. Waste and recycling practices particularly on council collection days has the potential to cause amenity impacts.
12. There is a general lack of information in relation to the proposed development which creates uncertainty for adjoining property owners.

DA 10.2022.60.1 - Amended Plan comments

Overall the submitter believes that the amended plans have not adequately addressed the

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adverse impacts raised in the initial submission.

The submitter again raises the following areas of concern, the intention of DA006/2016, that multi-dwelling housing is out of character in the area, that the subject site is not in the SAP area, that the proposed development is not in keeping with the objectives of RU5, loss of native vegetation, allocation of sufficient bin collect area and the permissibility of a strata subdivision and the potential requirement for a public road.

Submission 8

DA 10.2022.60.1

The submitter raises concerns relating to the objectives of the RU5 zone, the permissibility of a strata subdivision and that multi-dwelling housing is out of character in the area.

The following is the officer response to the issues raised in the submissions:

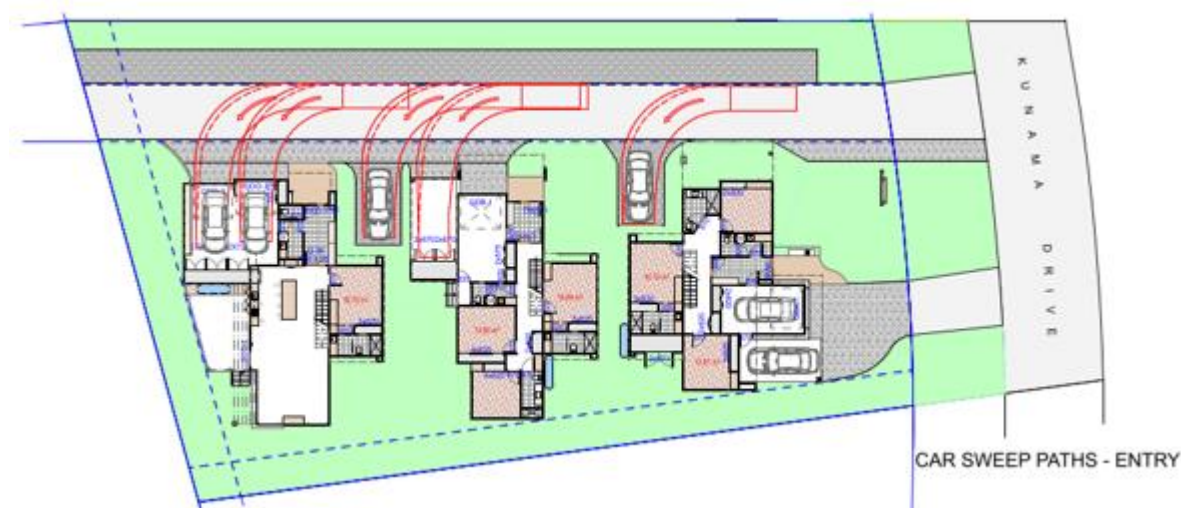
Traffic

Impact of the increased traffic on the adjoining dwelling to the north

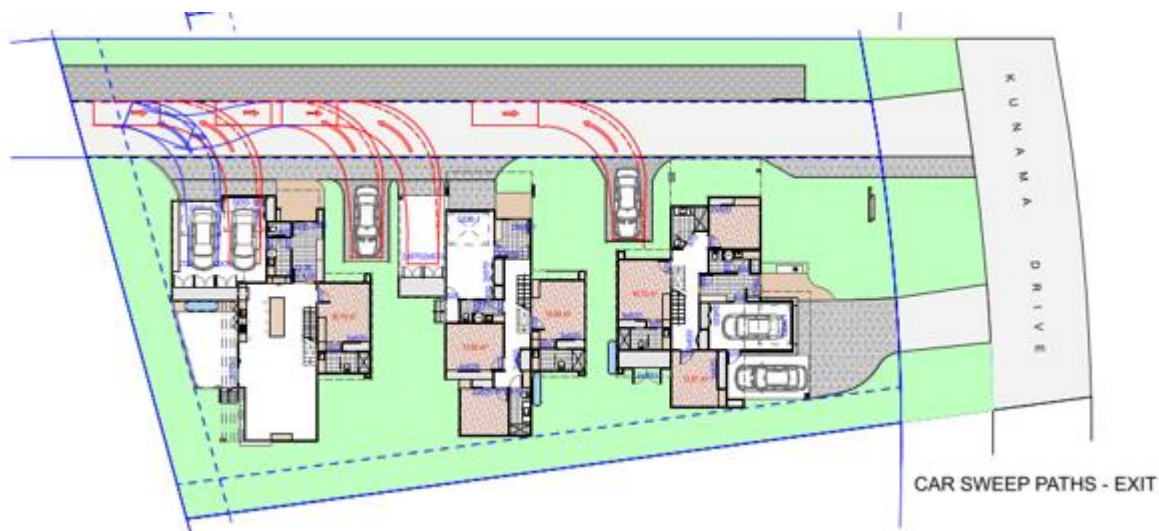
See assessment of traffic in the body of the report – section C3 (5) Car Parking.

East Jindabyne access

Not applicable to this application. The adequacy of the Jerrara Drive and Kosciuszko Road was assessed and deemed to be adequate as part of the Alpine Sands subdivision at which time the subject site existed. As such the proposed development does not trigger a requirement for an upgrade to the intersection.



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Pedestrian Safety

See assessment of Social Impacts and section C5 Car Parking in the body of the report.

Width of the ROC and Reversing Vehicles

The applicant has provided a site plan showing the swept paths for dwellings B & C. These are considered to be satisfactory and will allow all vehicles to enter and exit the existing driveway/ROC on to Kunama Drive in a Forwards direction. In addition the proposal include the widening of the existing driveway to create a passing bay in front of dwellings B & C and from the road kerb to the start of dwelling A.

It is considered that the reversing of vehicles on to the ROC will not substantially obstruct their neighbours' rights to access and the proposed widening will also provide opportunities for safe passage for pedestrians.

Character of the Area (over development)

See assessment of Existing Urban Character in the body of the report.

Overshadowing and Building Design

See assessment of solar access in the body of the report – section D1.1-4 Private Open Space.

See assessment of Building Design in the body of the report – sections C2 Design and D1 (5) Building Design.

Relevance of the Snowy Mountain Special Activation Precinct – Master Plan

It is noted that the applicant has stated that the implementation of the SM SAP and the objectives support the proposed development. In clarification the subject site **is not** within a growth precinct and has not undergone a zone change. Therefore the relevant planning instruments and development standards remain unchanged.

Developer Contributions

Should the application be approved the approval would include conditions requiring the payment of contributions in accordance with the Snowy River Contributions Plan 2008. This plan is applicable was prior to the adoption of Councils Development Servicing Plan. The use of these funds are allocated in accordance with this plan. The development would be subject to two (2) equivalent tenements.

Easements

The property is burdened by several easements. There cannot be any development within these easements but the area of the easements are not deducted from the total of the lots size when calculating floor space ratio or site coverage.

Zone Objectives and Council's Snowy Monaro Draft Settlements Strategy (2020)

See assessment of the Zone objective in the body of the report.

88B Restriction – Right of Carriageway

The applicant has provided legal advice regarding the use of the land burdened by the ROC for the access to the proposed dwellings (Attachment 9).

Alpine law gave the following advice:

We have reviewed DP 1228821 and the associated section 886 instrument. The ROC burdens Lot 1 DP 1228821, (our clients land), as the servient tenement, and benefits adjacent Lots 2, 3 and 4 in DP 1228821, as the dominant tenements. We refer to those dominant tenements as the neighbour's land. In our opinion it is not denied that the neighbours lands have an absolute right to go and come back across any part of the ROC at any time with vehicles or otherwise, and their visitors (as invitees) have a similar right. However, the legal position is that our client as the registered proprietor of the freehold land also has the right to go across the ROC easement lands at any time and may additionally in fact use that land for their own purposes provided, they do not substantially obstruct their neighbours' rights.

...

Firstly, the ROC is correctly described in the section 88B instrument as an easement ("terms of easement.... as set out in Part 2 (Terms) of the instrument). The case law prescribes that a right of carriageway cannot be an easement if it amounts to exclusive use by the servient tenement(s). This has long been the case-see for instance the case of Riley v Booth, (1890) 44 ChD 12 @26. The subject ROC is not for the exclusive use of the neighbours. If it was, it would have to have been designated a "Negative Easement". The NSW Registrar General's guidelines define a Negative Easement as "an easement that prevents an owner (of their land) from making full use of the land. A negative easement cannot be registered. As you would be aware, such an easement would have to be redrawn as a "restriction on the use of land".

...

The conclusion in law is simply this. The ROC easement registered on title is not and cannot be construed as simply for the exclusive use of the nominated neighbouring registered proprietors. It is not and cannot be viewed as a restriction on use by the owner of the land for their own purposes provided such purposes do not obstruct the neighbours' rights. When the courts have determined such matters up to date, it has been held that an obstruction to a ROC can occur to a minimal degree; the case law shows that the courts will only interfere if there is "substantial interference with the enjoyment of the right of way (carriageway)".

The basis of the advice we have for our client is that they are entitled to utilise the ROC in the manner proposed for vehicle and pedestrian access. The current easement does not and cannot give exclusive use to the neighbours of the easement land. What the registered proprietor propose will not result in any substantial interference with the neighbour's enjoyment of the ROC.

Subdivision & requirement of public road

Section C3.1-2 Rights of Carriageway for Subdivision is applicable when the proposal is for the creation of new allotment which are required to have a right-of-way created in order to access the land. As per the above legal advice, the proposed development is not using the ROC as the registered proprietor of the land has the ability utilise the land and is not required to be listed as a benefited lot for the ROC. Therefore the proposed strata subdivision does not increase the number of lots being serviced by the ROC and does not trigger the requirement for a public road.

Effective minimum lot size

Clause 4.1 (4)(a) states that minimum lot size does not apply in relation to the subdivision of any land where by the registration of a strata plan or strata plan of subdivision under the *Strata Schemes Development Act 2015*.

12 Planning Agreements

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

13 Any matters prescribed by the EP&A Regulation 2000.

Clauses 62 and 64 are not applicable to this application.

14 Public Interest

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

CONCLUSION

That pursuant to section 4.55(1A) of the *Environmental Planning and Assessment Act 1979 (as amended)* Council grants consent for DA 10.2023.43.1 for a Clause 37 Amendment to DA 10.2022.60.1 - Construction of 3 Unit Multi Dwelling Housing with Strata Title Subdivision, on Lot 1 DP 1228821 subject to the conditions of consent attached to this report.

ATTACHMENTS

1. DRAFT Conditions (*Under Separate Cover*)
 2. Architectural Plans (*Under Separate Cover*)
 3. Statement Of Environmental Effects (*Under Separate Cover*)
 4. Traffic Report (*Under Separate Cover*)
 5. Environmental Impact Statement (*Under Separate Cover*)
-

8.3 DEVELOPMENT APPLICATION 10.2023.43.1 - CLAUSE 37 AMENDMENT TO DA 10.2022.60.1 - CONSTRUCTION OF 3 UNIT
MULTI DWELLING HOUSING WITH STRATA TITLE SUBDIVISION

6. BASIX Certificate *(Under Separate Cover)*
 7. NaTHERS Certificate Summary *(Under Separate Cover)*
 8. Clause 37 Amendment Notice *(Under Separate Cover)*
 9. Letter From Alpine Law Regarding Easements/Restriction *(Under Separate Cover)*
 10. DP 1228821 Plan & 88B Instrument *(Under Separate Cover)*
 11. 10.2023.43.1 Submissions *(Under Separate Cover)*
 12. Pre-DA Form 10.2023.43.1 *(Under Separate Cover)*
 13. 10.2022.60.1 Architectural Plans *(Under Separate Cover)*
 14. 10.2022.60.1 Original Architectural Plans *(Under Separate Cover)*
 15. 10.2022.60.1 Submissions *(Under Separate Cover)*
 16. 10.2022.60.1 Submission Response *(Under Separate Cover)*
 17. 10.2022.60.1 Submission Response Table *(Under Separate Cover)*
 18. 10.2022.60.1 Response to Submissions received on Re-notified Plans *(Under Separate Cover)*
 19. 10.2022.60.1 Pre-DA Form *(Under Separate Cover)*
-

9.1.1 PROCUREMENT FRAMEWORK FOR WASTE SERVICES PROVISION

Record No: I23/352

OFFICER'S RECOMMENDATION

That Council note the approach and timeline being followed for the procurement of a broader range of waste collection services.

This is an information only report.

Issues The Material Recovery Facility (ACT) destruction and closure has significantly changed the cost structure for management of recycled waste under Council's current collection contract. It has created a high uncertainty in the cost of providing services and it is considered tendering for a broader range of collection services for a longer time period in such an environment would lead to higher costs being incorporated into any new tender to reflect this risk. Based on this financial risk to the community Council is exercising a 12 month option to extend the current contract for waste collection. The current contract expires on 30 June 2023 with a 12 month extension expiring on 30 June 2024. De-risking a new contract by allowing the details of the replacement facility to be clarified is considered likely to provide a significant financial benefit to the community over the term of a collection contract.

The extension period will allow Council to develop documentation to allow a comparison of the costs of using an external provider for all of Council's waste collection services across the entire LGA against providing collection services internally, which is currently the case for most of Council's collection services. Such a comparison can determine which service delivery method is in the best interests of the community. A comprehensive assessment and business case such as this cannot be completed in time to enter into a new contract by 30 June 2023, hence the need to exercise the 12 month contract extension.

It is expected that SMRC will be required to cover additional fees to extend the existing contract due to the Material Recovery Facility (ACT) destruction and closure. These fees have been incorporated into the 2023/24 draft budget.

OPTIONS CONSIDERED

The following alternatives have been considered. To reduce the risk of change to services and significantly higher costs, Option 1 is being pursued.

- Option 1: Exercise option to extend current contract for 1 year and pay increased gate fees from 1 July to existing contractor – no change to service delivery – and commence a broader procurement process to seek a provider/s to outsource all collection services from 1 July 2024.
- Option 2: Not exercise the option to extend current contract for 1 year and utilise existing internal resources across the region to meet all requirements. This would require a reduction to services until a new contract is in place as the existing fleet of vehicle would need to cover the areas currently provided by contract. Recycling would potentially need to be sent to landfill unless alternate and agreed pricing could be found.

Option 3: Not exercise the option to extend current contract for 1 year but undertake a procurement process to seek a provider for the 2023/24 financial year – and commence a broader procurement process to seek a provider/s to outsource all collection services from 1 July 2024. Based on previous quotations, this is expected to see a significant increase in cost (higher than those expected under option 1) over the period of the new contract. This is not considered an efficient option when we have an ability to extend the current contract.

BACKGROUND

Gate fees for disposal of recycling waste have been significantly affected by the ACT Material Recovery Facility destruction and closure, resulting in a significant increase in fees charged by the provider since 1 January 2023. SMRC has not accepted these additional charges, in line with the existing contract terms. This incident also meant that there was great uncertainty about the options (and thus costs) of managing recycling waste in the future. High uncertainty is normally reflected in higher quotes for services, which in turn increases the costs to the community of having services provided. Where possible Council should consider risk abatement processes to minimise the costs to the community.

In the review of the delivery plan and development of next financial year's operating plan a discussion arose around the fact that that Council was operating both externally and internally provided waste collection services. During that conversation an undertaking was provided to consider the two options for service provision as part of the next tender for waste collection to determine which method of service delivery is most beneficial to the community.

A tender will be issued early in the 2023/24 financial year for Waste Services Provision for Snowy Monaro Regional Council. The tender will comprise two elements;

- Whole-of-region service provision and;
- Selected services (updated current contract).

The contract will reflect a 5 year + engagement to maximise best value around plant, equipment and ongoing innovations within the waste industry. The tender specification will be peer reviewed prior to issue. A specific commercial waste contract will be drafted as part of the tender process. This process will enable a comparison of the cost of internally delivered and externally delivered services to ensure best value for money.

RESPONSIBLE OFFICER: Chief Operating Officer

ATTACHMENTS

Nil

9.1.2 JINDABYNE CARAVAN PARK UPGRADES PROJECT

Record No: I23/388

OFFICER'S RECOMMENDATION

That Council note the use of the Mayor's policy making powers between meetings to allocate an additional \$60,000 towards the Jindabyne Caravan Park upgrade project for urgent water main asset renewal.

ISSUES

Council is presently undertaking the Jindabyne Holiday Park drainage project. This project has delivered a new pump station, drainage improvements and fire hydrant compliance. Last week a leaking water main was repaired. Following repair, water main pressure to powered site taps and the camp kitchen dropped significantly.

Investigation indicated the problem is the ageing galvanised water mains with minerals reacting with the internal galvanized steel causing rust and a bubbling of the inner layers of the pipe. Working on parts of the system can cause such effects to partially or fully dislodge causing restrictions in the diameter and subsequent efficiency of the pipe. This severely restricts flow through the main which can end up being a trickle of what should be passing through.

With the park being booked out over the upcoming long weekend and high bookings throughout the snow season, failing to address the water main pressure posed a high reputational risk to Council and may impact the profitability of the park with dissatisfied guests.

This work was also required to ensure we are meeting our lease agreement obligations with NRMA who operate the caravan park.

For these reasons the Mayor was requested to consider exercising her power to make a decision on behalf of the Council between the meetings of Council. This request was approved.

A contractor has been engaged to undertake the works.

RISK ASSESSMENT

The works have been contracted to be undertaken. This recommendation is confirming the exercise of the Mayor's powers under s.226(e) of the Local Government Act.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost		
Estimated Annualised Net Cost		
Capital Investment	\$60,000	Amount approved by the Mayor for the works to rectify the water pressure issues.

9.1.1.2 JINDABYNE CARAVAN PARK UPGRADES PROJECT

	Amount	Details
Current Annualised Net Cost		
Capital Funding Source		

RESPONSIBLE OFFICER: Chief Operating Officer

OPTIONS CONSIDERED

- 1) Continue to operate as is, with low water pressure: The facilities in the caravan park in that area will be substandard and affect the visitor experience. Council may be liable for lost revenue.
- 2) Approve a smaller budget: It is unknown where in the length of main the problem is. The Council may have expended more in trying to chase down the location of the blockage along the pipe and is likely to have to return and do further works as other blockages occur in the damaged infrastructure.

IMPLEMENTATION PLANS

Not applicable.

ATTACHMENTS

Nil

9.2.1 MONTHLY FUNDS MANAGEMENT REPORT - MAY 2023

Record No: I23/368

OFFICER'S RECOMMENDATION

That Council

- A. Receive the report indicating Council's cash and investments position as at 31 May 2023;
and
- B. Receive the certificate of the Responsible Accounting Officer.

ISSUES

The effective management of Council funds in accordance with Council's Investment Policy and regulatory requirements. 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 are managed to ensure the protection of the principal invested, there is appropriate levels of liquidity to fund service provision and investment returns are maximised within policy and statutory constraints.

FINANCIAL IMPACTS

As interest rates rise, the investment strategy needs to be agile to ensure Council can take advantage of higher yield investments when they are presented. Budgets may need to be adjusted to reflect increasing interest rates.

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 the existing 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 grandfathered Investment Policy, November 2022. In accordance with Regulation 212 of the Local Government (General) Regulation 2005, a report setting out details of money invested must be presented to Council in the following month.

OPTIONS CONSIDERED

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

To take advantage of increasing interest rates, a move has been made to maximise the investment portfolio that is placed in cash products, such as term deposits. This reduces the amount held in at call accounts, which are now earning lower yields than term deposits. Diversifying the portfolio's maturity dates will enable Council to have access to cash on a regular basis, if required, and ensure agility to be able to access term deposits with higher yields as they become available.

IMPLEMENTATION PLANS

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

EXISTING POLICY/DECISIONS

Council's Investment Policy (SMRC 258)

The revised policy was adopted on 17 November 2022 by Council Resolution Number 324/22 and is next due for review in November 2023. 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. Any investments that were invested prior to the adoption of this version of the Investment Policy will be grandfathered until maturity unless a financial gain can be made by Council in redeeming the investment prior to maturity.

BACKGROUND

Council's Cash and Investments 31 May 2023:

DATE INVESTED	FINANCIAL INSTITUTION	Short-Term Rating	Long-Term Rating	TYPE	CURRENT INVESTMENT	INTEREST RATE	MATURITY
n/a	National Australia Bank - Cash at Bank*	A1+	AA-	Cash	4,927,559	Tiered	n/a
n/a	National Australia Bank - At Call	A1+	AA-	At Call	2,459,235	1.90%	At Call
29-Jun-18	National Australia Bank	A1+	AA-	TD	4,000,000	4.60%	29-Jun-23
11-Sep-18	RaboDirect	A1	A	TD	2,000,000	3.33%	08-Sep-23
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
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
23-Aug-22	Australian Military Bank	A2	BBB+	TD	2,000,000	4.41%	22-Aug-24
29-Nov-22	National Australia Bank	A1+	AA-	TD	5,000,000	4.08%	29-Jun-23
29-Nov-22	National Australia Bank	A1+	AA-	TD	5,000,000	4.12%	31-Jul-23
29-Nov-22	National Australia Bank	A1+	AA-	TD	5,000,000	4.15%	29-Aug-23
29-Nov-22	National Australia Bank	A1+	AA-	TD	5,000,000	4.19%	28-Sep-23
29-Nov-22	National Australia Bank	A1+	AA-	TD	5,000,000	4.23%	30-Oct-23
29-Nov-22	National Australia Bank	A1+	AA-	TD	5,000,000	4.30%	29-Nov-23
15-Dec-22	AMP Bank	A2	BBB	TD	2,000,000	4.30%	13-Jun-23
15-Dec-22	ING Bank	A1	A	TD	5,000,000	4.50%	14-Dec-23
27-Feb-23	ING Bank	A1	A	TD	5,000,000	4.95%	27-Feb-24
28-Feb-23	ING Bank	A1	A	TD	2,000,000	5.00%	28-Mar-24
15-Mar-23	National Australia Bank	A1+	AA-	TD	5,000,000	4.25%	13-Jun-23
17-Mar-23	Bendigo and Adelaide Bank Limited	A2	BBB+	TD	4,000,000	4.45%	14-Mar-24
28-Apr-23	AMP Bank	A2	BBB	TD	1,000,000	4.90%	25-Oct-23
					86,386,794		

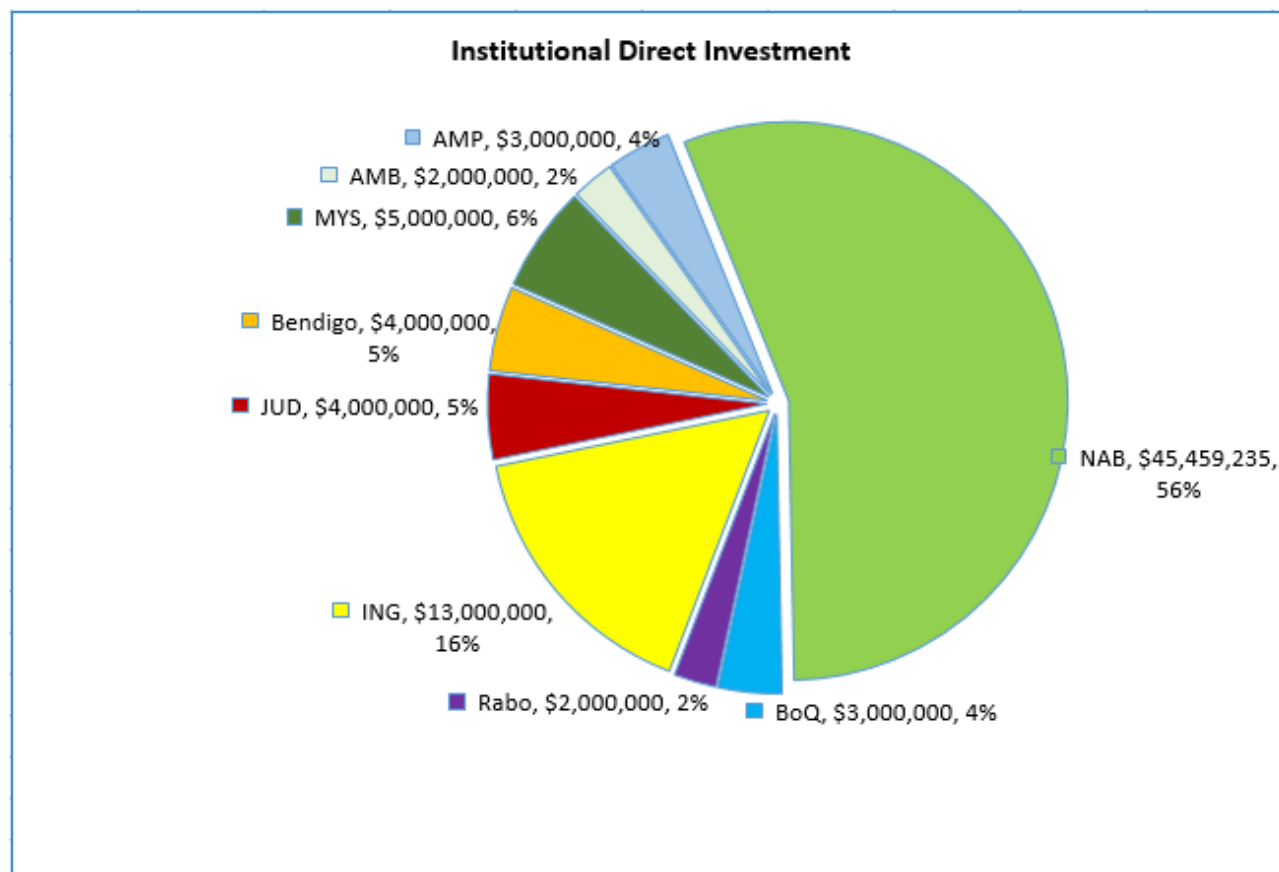
**Tiered* rate means we will earn different rates of interest depending on the balance of our account. If our account balance is above a certain level, the bank will pay a higher rate of interest on the whole balance.

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
May	3.01%	4.11%	3.98%	0.13%
April	2.89%	3.87%	3.68%	0.20%
March	2.78%	3.90%	3.72%	0.19%
February	2.62%	3.48%	3.56%	-0.08%
January	2.51%	3.23%	3.37%	-0.14%
December	2.39%	3.48%	3.26%	0.22%
November	2.16%	1.75%	3.09%	-1.33%
October	2.28%	2.74%	3.09%	-0.34%
September	2.11%	2.64%	3.06%	-0.43%
August	1.84%	2.10%	2.46%	-0.35%
July (2022)	1.59%	1.59%	2.15%	-0.56%

*The Australian Financial Market Association (AFMA)



Cash Flow Forecast to 30 June 2023:

Consolidated Cashflow movements as at 31 May 2023			
	Actual YTD	Forecast YTD	Forecast YTD 30 June 2023
	\$'000	\$'000	\$'000
Opening Cash & Investments as at 1 July 2022	86,494	86,494	86,494
Operating receipts	102,857	96,633	119,617
Operating payments	(56,760)	(55,636)	(64,447)
Net Operating cash inflow / (outflow)	46,097	40,997	55,170
Net movement in term deposits	(2,625)	(369)	(2,625)
Capital payments	(43,579)	(44,885)	(51,252)
Net Investing cash inflow / (outflow)	(46,204)	(45,257)	(53,877)
Total cash inflow / (outflow)	(107)	(4,257)	1,293
Closing Cash & Investments as at 30 April 2023	86,387	82,237	87,787

Cash flow forecast has been calculated using phased budgets for the remainder of the current 2022/23 financial year. Forecast projections updated monthly to reflect actual cash movements and greater certainty in timing of cash inflows and cash outflows.

Council's Unrestricted and Restricted Funds as at 31 May 2023:

Council's Restricted and Unrestricted cash reserves are detailed in the Restricted Assets (Cash & Investments) Policy.

Restricted Cash & Investments as at 31 May 2023		
	Actual YTD \$'000	Forecast YTD 30 June 2023 \$'000
Externally Restricted:		
Section 7.11 developer contributions	3,791	3,548
Section 64 – water	5,261	5,204
Section 64 – sewer	4,552	4,584
Specific Purpose Unexpended Grants	20,571	28,917
Water Fund	27,747	19,009
Sewer Fund	3,258	699
Domestic Waste Management	1,428	1,607
Snowy River Hostel accommodation bonds	655	655
Yallambee Lodge accommodation bonds	3,376	3,376
Crown Land Reserves	1,318	731
Boco Rock Community Reserve	31	31
Kamoto-Cooma Friendship Scholarship fund	45	45
Other	113	76
Total	72,146	68,482
Internally Restricted:		
Plant & Vehicle replacement	314	0
Employee Leave Entitlements	1,383	1,383
Deposits, bonds & retentions	3,348	3,348
Uncompleted works	810	763
Waste Management	4,353	2,994
Yallambee Lodge/Snowy River Hostel	406	406
Former Snowy LGA	603	569
Former Bombala LGA	1,275	1,186
Stronger Communities Funds interest	1,453	1,453
Total	13,945	12,102
Unrestricted:	296	7,203
Total Cash & Investments	86,387	87,787

The Restricted Assets (Cash & Investments) Policy, requires council to aim for maintain a minimum limit of \$5m of unrestricted cash. This is to ensure there are sufficient funds to support cash flow timing movements throughout the year and provide for any unexpected costs. Limited balances of unrestricted cash may result in negative unrestricted cash due to the timing of cash flows and the need to access Internally Restricted reserves to fund these short term cash fluctuations.

The unrestricted cash balance at 31 May 2023 has reduced to \$296k. This represents a timing issue between grant funded works being completed and grant income being received. Significant focus has been placed on completing grant funded works. The expenditure for these works has been incurred while income has not been received yet. As at 31 May 2023, council has \$8.4m of

grant receivables. Staff are focusing on ensuring these funds are received by their due date, prior to 30 June 2023.

ATTACHMENTS

Nil

9.2.2 FINANCIAL REVIEW COMMITTEE

Record No: I23/372

OFFICER'S RECOMMENDATION

That Council establish a finance working group as detailed within the report.

ISSUES

The timing and quality of financial reporting has been identified as an area for improvement to assist with Council decision making.

During the council meeting of 16 February 2023, council resolved (21/23) to receive a report on the process of establishing a financial review committee.

Points raised during the debate supporting the need to establish a committee included:

- Developing a mechanism for councillors and management/staff to work together on the financial issues.
- To increase councillors confidence in the financial reports being received.

It was stated in the debate that what was being sought was what was in place in a number of other councils. A review of how other councils operate was undertaken to determine what structure other committees had to see how they meet the stated outcomes desired. The committees found were generally a formal arrangement aimed at increased checking of the information coming through the financial reports and statements. Arrangements are also in place to use a committee to provide advice to either ARIC or the councillors from suitably qualified and experienced external members.

It is not consider that the first type of committee will create a situation of councillors and staff working together on the financial issues. Financial reports will be generated, as currently occurs, the committee would then debate the reports and make recommendations to the next Council meeting. It will increase the timeframes between when information is provided and the eventual Council meeting it is determined at. This will provide councillors more time to review and question the information provided.

The second type would appear to duplicate the role of the ARIC. Prior to following this course of action ARIC should be consulted as to whether this is seen as needed.

It is recommended that the best mechanism for councillors and management/staff to work together should be addressed by establishing a working group, comprised of all councillors and the executive leadership team to meet monthly. The working group will foster a more collaborative approach and free flow of communication between councillors and management/staff on financial matters including:

- Emerging issues and financial impacts to operating result and cash flow
- Reviewing monthly budget position and actions required to meet Council's objectives
- Review budget related recommendations

The current responses planned to the financial issues identified within previous external audit reports, the financial sustainability review and any other financial issues, would be used to start the discussion on why certain tasks are prioritised and the timeframes involved, considering current resource levels.

The outcome of this working group, will be that management/staff have an agreed upon strategic direction as to the priority of issues to be addressed. Councillors will have a better understanding of the improvements management/staff are undertaking to address the financial issues resulting increased confidence in the financial reports being received.

The resolution of Council called for advice on the establishment of a finance committee. The process for establishment of a committee is as follows:

- 1) A charter is adopted by Council setting out the scope and rules of operation.
- 2) Council appoints membership in accordance with the charter.
- 3) The membership comes together for an initial meeting.

To allow Council to proceed with a committee if it so chooses a draft charter for the establishment of a formal finance advisory committee has been provided at attachment 5.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	High	Medium	No
Financial Sustainability	High	Medium	No
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	High	Low	No
Service Delivery	Low	Low	Yes

This proposal is in response to concerns for Council's ongoing financial sustainability, cash flow and the timeliness and quality of financial reporting.

FINANCIAL IMPACTS

There are no financial implications for Council of establishing either option presented in this report.

RESPONSIBLE OFFICER: Chief Financial Officer

OPTIONS CONSIDERED

A review of other councils has identified a number of different options for ensuring Council is kept informed of financial matters. An overview of options reviewed are provided below:

Queanbeyan-Palerang Regional Council – Financial Statements Sub-Committee

Queanbeyan-Palerang Regional Council (QPRC) has established a sub-committee of their Audit, Risk and Improvement Committee (ARIC), to perform a more formal review, monitor activity and guide the process in relation to the preparation of the financial statements.

The aim is to provide additional assurance to the audit committee and management that activities are on track and risks mitigated.

The sub-committee consists of 2 ARIC members and 2 senior staff members.

Attachment 1 - The terms of reference for that committee.

Not recommended – This focus is too narrow

Kiama Municipal Council – Finance Committee

Kiama Council has a finance committee established to provide expert advice in an advisory role to Council and the community on the long term financial sustainability of Council.

The committee consists of 2 councillor representatives, 3 staff (Executive/Director) representatives and 5 community members appointed by Council.

Attachment 2 - The terms of reference for this committee.

Not recommended – the establishment of such a committee will require reports to be reviewed by the committee prior to presentation to the council. This will reduce the time available to prepare the reports or delay the presentation of these reports to Council. This does not resolve the issue of timely information being provided to council.

Bega Valley Shire Council – Finance Working Group

Bega Valley Shire Council (BVSC) has established a program of regular briefings to council on financial matters.

Every month the council attends a briefing session with the executive leadership team focused on a pre-set schedule of financial issues ranging from financial policy reviews, updates on the impact of changed accounting standards, progress towards resolving audit issues and the development of and reporting on an internal financial improvement plan.

The establishment of a regular briefing session, focused solely on financial matters, will provide council with an opportunity to focus in specific aspects of council's finances and finance processes.

Attachment 3 – BVSC finance briefing paper

Attachment 4 – BVSC finance improvement program

Partially Recommended – This option provides the ability for councillors to be provided information on financial matters on a regular basis via a briefing. A more collaborative approach with the ability to have free flowing communication would be more suitable.

IMPLEMENTATION PLANS

Should councillors wish to establish a finance review committee a draft charter has been included to allow this to occur.

The implementation of the recommended option of a finance working group would begin with the development of a program of items to be discussed and a timeline for these matters. The committee charter would be used to base the scope of the working group.

The initial meeting will review the improvement plans coming from the response to the financial sustainability review to look at the actions planned and the timelines currently in place. Regular reporting on the progress of actions identified in the plan will be provided to the working group during the briefing sessions.

EXISTING POLICY/DECISIONS

The role of the governing body includes ensuring as far as possible the financial sustainability of the council. (LGA s.223(1))

Councillors should be making considered and well informed decision relating to financial matter. (LGA s.232(1)(b))

Councillors cannot direct staff as to the contents of their reports (LGA s.352(1)). Care needs to be taken that whatever structure is set up does not lead to breaches of the legislation. Accordingly any committee needs to be set up so it only reviews information within staff reports after the report is finalised and focuses on the type of information reported, not what will be the information in the report.

ATTACHMENTS

1. QPRC - Financial Statement Sub-Committee
 2. Kiama Council - Finance Advisory Committee
 3. BVSC - Finance Briefing paper
 4. BVSC - Finance Improvement Program
 5. SMRC Draft Finance Advisory Committee Charter
-



Financial Statements Sub-Committee (FSSC)

Terms of Reference

Introduction

The Audit Risk and Improvement Committee (ARIC) has been established by the Sleman-Palera Regional Council (Co Council) in accordance with NSW Government requirements.

It is envisaged that Co Council senior management and the ARIC would receive through the current financial year updates on progress and risks associated with the preparation of the annual financial statements and the annual audit with the significance of the risks involved. The financial statements sub-committee (FSSC) has been established to perform a more formal review activity to monitor and guide the process, workplans and risks.

FSSC meetings are aligned to the approved project plan for Financial Statements preparation and provide additional assurance to the audit committee and management that activities are on track and risks mitigated.

Objectives

The objectives of the FSSC are to:

- Monitor key risk areas such as finance systems, preparation of annual financial Statements and infrastructure expenditure.
- Monitor progress of Co Council's actions in addressing NSW Audit Office audit findings related to the financial statements.
- Assist with resolution of issues that may arise between Co Council and the NSW Audit Office and when required.
- Provide the ARIC with sufficient assurance that it can recommend Co Council sign the annual statement on its opinion on the Financial Statements.

Ref: Doc Set 1

Financial Statements Sub-Committee (SSC) Terms of Reference

Composition

Role	Position
Chair	Independent of Council appointed by the ARIC Chair in consultation with the Chief Executive Officer (most likely an independent ARIC member)
Member	Other member of ARIC as agreed by ARIC chair
Member	Chief Financial Officer
Member	Portfolio General Manager – Organisational Capability
Observer	Finance staff as required to provide updates and information to the SSC

Responsibilities

The SSC has no executive powers or decision-making authority. It functions in an oversight, review and advisory role.

The SSC has the authority to request information relevant to its objectives from Internal Audit or from any Council employee.

The SSC may discuss and consider any matters relevant to its objectives.

Planning

The SSC will satisfy itself:

- There is an appropriate project plan in place to ensure timely delivery of the annual Financial Statements.
- The project plan includes adequate quality review from inception to completion.
- There are sufficient resources to undertake and deliver against the project plan.

Progress Review

The SSC will:

- Provide assurance to the ARIC and management that development of the annual Financial Statements is progressing as planned.
- Draw the ARIC and management's attention to delays, pressure points and resource constraints relating to progress against the project plan.

Financial Statements Sub-Committee (SSC) Terms of Reference

- Provide assurance to the ARIC that it can recommend that Council sign the annual statement as to its opinion on the Financial Statements as proposed by the Chief Financial Officer

Meetings

The SSC will meet as required in accordance with a meeting schedule aligned to project plan activities

The Chair may schedule additional meetings if required or at the request of the Chief Financial Officer

Minutes will be produced for each meeting together with a list of actions to be implemented

Reporting

The Chair will report to each ARIC meeting on SSC activities or if an issue of significant importance needs to be addressed off-session



Terms of Reference

Committee	Finance Advisory Committee
Stat	<p>Council committee <input checked="" type="checkbox"/></p> <p>Statutory committee <input type="checkbox"/></p> <p>Subsidiary committee <input type="checkbox"/></p> <p>Specify the end date <input type="text"/></p>
Purpose	<p>Role of the Committee is to</p> <ul style="list-style-type: none"> act in an advisory capacity to Council on financial matters encourage sound financial practice and reporting for Kiama Municipal Council provide expert advice to Council and community on the long term financial sustainability of Council review the efficacy of Council's Long Term Financial Plan and strategies to sustainably deliver Council's financial objectives review action plans aimed at delivering financial performance review service levels ensuring sustainable resourcing review and monitor Council's financial performance review and investigate opportunities proposed by Council officers or other committee members
Objectives	<p>Objectives of the Committee are to</p> <ul style="list-style-type: none"> provide expert advice which informs the future financial sustainability of Council support and provide advice to Council's Chief Executive Officer and Chief Financial Officer be involved in financial planning and policy within the local government area act as a conduit between the community and Council on financial concerns make recommendations to Council on specific financial concerns and matters
Committee Meetings	<p>Meetings are held every second month on the first Thursday of the month</p>
Venue	<p>Meetings will be held at the Kiama Council Chambers or other suitable venues as required or by motion</p>
Membership	<ul style="list-style-type: none"> Mayor Councillor representative Chief Executive Officer Chief Financial Officer Director of Engineering and Works Community members appointed by Council

11/11/2020

1

Committee	Finance Advisory Committee
	Councillors can attend meetings as an observer
Term of membership	Non-Councillor membership of the Finance Advisory Committee will be for the length of a Council term No specified term does not preclude an incumbent from reapplying to serve on consecutive terms
Meeting quorum	A quorum will be deemed to have been met under the following criteria <ul style="list-style-type: none"> minimum of 3 plus 1 or per statutory requirements (required)
Meeting administration	<ul style="list-style-type: none"> Meetings are to be chaired by a non-Councillor Committee members as elected by the committee and endorsed by Council Minutes will be taken by a representative of Council Minutes are required to be submitted for the next ordinary meeting of Council immediately following the committee meeting Minutes and agendas will be circulated no less than seven days prior to a scheduled meeting
Selection of members	<p>When positions become vacant the selection of new committee members will be undertaken</p> <ul style="list-style-type: none"> through a public invitation or EOI by applicants by consideration of applications by Council by Council approval of successful applicants <p>The following factors will be taken into consideration when determining members</p> <ul style="list-style-type: none"> the persons relevant experience and expertise whether the person is a resident of the Kiama Local Government Area there is a gender balance there is representation from across the full Kiama geographical area cultural and age diversity is represented committee members are able to demonstrate that they are connected and representative of the community.
Responsibility	<p>Committee members will</p> <ul style="list-style-type: none"> act in an advisory role to Council staff, the Council and Councillors on financial matters arising in performance of the role of the Committee provide strategic guidance on developing and implementing Council's financial management policies and strategies provide information and analysis to Council on the sustainably funding performance of Council's functions at all times comply with Council's Code of Conduct at all times contribute in a positive and respectful manner

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Committee	Finance Advisory Committee
	<p>□□ avoid disruption□ contrary conduct or being waste□□ of time and resources□</p>
Code of Conduct	<p>At all times Councillors□ employees□ contractors□ volunteers□ Council committee members□ delegates of Council and Council advisors must comply with Council's Code of Conduct.</p>
Termination of membership	<p>Non-Councillor member positions will be declared vacant/terminated when a member□</p> <ul style="list-style-type: none"> □□ completes their designated term and retires from the committee □□ completes their term and is not re appointed □□ resigns their membership□ in writing□ to the Chairperson □□ fails to attend more than □□□ of scheduled meetings unless granted special leave of absence by the Chairperson □□ acts in a way that is contrary to their responsibility as outlined above□ <p>NOTE□ Council on the recommendation of the committee chairperson reserves the right to terminate appointments in instances where behaviour is considered excessively disruptive and contrary□ is a breach of the Code of Conduct□ is deemed inappropriate or is regarded as failing to provide productive and valued input□</p>
Process for termination of membership	<p>□ here a (non-Councillor or staff) committee member's behaviour is considered unsatisfactory and contrary to their responsibilities identified above□ the Chairperson will draw this to the attention of the relevant committee member and reinforce the required level of conduct□ The Chairperson will make a written record of this and provide to a relevant council officer for recording□ The committee member will be able to sight and sign the written record□</p> <p>□ here there is re-occurrence of unsatisfactory behaviour the committee member will be warned formally in writing by the Chairperson□ Counselling to be provided by the General Manager or Public Officer□ will reinforce the standard of conduct expected as well as the implications of the behaviour on the committee members and Council□ In addition counselling will reinforce potential for termination from the committee should the behaviour continue□ A written record shall be kept of the formal warning and counselling□</p> <p>If the committee member's behaviour does not improve after the formal warning and counselling, the committee member's appointment may, on the recommendation of the Chairperson□ be terminated by Council resolution□</p>



Business & Governance
Finance Briefing Paper | Schedule for Finance Workshops
Meeting held: 29 July 2020
Prepared by: Iliada Bolton

Schedule for Finance Briefing Content – July to December 2020

Background

In May 2020, Director Business and Governance was asked about support for more opportunities for Councillors to be briefed of financial management and financial improvement plan.

Observation

The timing and quality of financial reporting was identified as an area for improvement to assist with Council decision making and the request for a dedicated time allocation each month to meet with Councillors was supported and we moved to commence this as soon as possible.

Impact

On 20 May 2020 council resolution 101/20 was as follows:

That Council establish a Finance Working Group chaired by the Deputy Mayor with all Councillors and the General Manager, Directors and Finance Manager as members to meet monthly as part of our regular workshops as the first item of business, for the remainder of this Council term.

Monthly briefing sessions will be held on the last Wednesday of the month for the remainder of the current term of Councillors, ie. July 2020 to August 2021.

Proposed way forward

1. Receive and note the proposed schedule for Councillor Finance Briefing Sessions for the period July to December 2020
2. Provide feedback on the priorities of Council to address the strategic tasks outlined in Council's financial improvement plans and outcomes of internal and external audits.

Relevant Legislation

Nil

Attachments

1. Finance Workshop Program Councillors – July to December 2020
2. Councillor Workshop Actions by Month

Finance Improvement Program | Councillor Briefing

July to December 2020

Month	Finance Workshop Items	Who	Outcomes
JULY	<ul style="list-style-type: none"> Provide road map for delivery of Management letter recommendations (FY2019) Financial Statements AEP New accounting standard briefing 'Finance in Local Government' Topic 	Iliada Bolton Judy Jordan	Receive and note Finance skill development
AUGUST	<ul style="list-style-type: none"> Reserve Compliance Depreciation Attributions 'Finance in Local Government' Topic Investment Prospectus v2.0 	Iliada Bolton Dan Murphy	Draft policy position in accordance with AASB and Code of Accounting Practice & report to Council Finance skill development
SEPTEMBER	<ul style="list-style-type: none"> Assess and Review Special Schedule 7 Compliance Asset Management Capitalisation Policy Review Borrowings and Loans Banking review/tender 'Finance in Local Government' Topic Update on grants Update on Service statements and improvement projects for FY2022 budget Update on Financial Improvement Plan 	Iliada Bolton April Merrick Kaliegh Smerdon Judy Jordan	Draft policy position in accordance with AASB and Code of Accounting Practice Finance skill development Report to Council on loans/borrowing program and approach For information Endorsement of framework For information
OCTOBER	<ul style="list-style-type: none"> Assumptions for the 2022 Budget Assumptions for the LTFP 2022-2032 'Finance in Local Government' Topic 	Judy Jordan	Assumptions for modelling are agreed, based on policy review outcomes Finance skill development
	<ul style="list-style-type: none"> Update on efficiencies realised in Q1 FY2021 QBRS Commence FY2022 draft budget with budget managers 	Ian Dowd Ian Dowd	For information For discussion re: operational plan priorities

Month	Finance Workshop Items	Who	Outcomes
NOVEMBER	<ul style="list-style-type: none"> • Service statements and improvement projects for FY2022 • Update Council's Financial Strategy • Policy Review Cash Management and Investments • Policy Review Statement of Financial Services • 'Finance in Local Government' Topic • Present draft annual budget development handbooks for Councillors • Update from Asset Management Group (LTFP Objective) 	<p>Iliada Bolton</p> <p>Ian Dowd</p> <p>Anthony McMahon</p>	<p>Finalise strategic policies</p> <p>Finance skills development</p> <p>Seek comment on handbook for incoming councillor induction</p> <p>Asset management skill development</p>
DECEMBER	<ul style="list-style-type: none"> • Provide road map for delivery of Management letter recommendations (FY2020) • FY2022 Draft Budget • FY2022 Draft Fees and Charges • Policy Review Debt Recovery • Policy Review Financial Hardship Assistance • Policy Review Pensioner Concessions • Policy Review Rate Exemption • Oncost rate review • 'Finance in Local Government' Topic • Commence Review of Resourcing Strategy <ul style="list-style-type: none"> – Council's Long Term Financial Plan - LTFP 2022-2032 – FY2022-2032 Asset Management Strategy – FY2022-2025 Workforce Plan – ICT Strategy • Update on Financial Improvement Plan 	<p>Iliada Bolton</p> <p>Ian Dowd</p> <p>Judy Jordan</p> <p>Judy Jordan</p> <p>Anthony McMahon</p> <p>Mark Irvin</p> <p>Iliada Bolton</p> <p>Judy Jordan</p>	<p>Receive and note</p> <p>Commence review of plans following adoption of financial policies</p> <p>Seek feedback for preparation of drafts</p> <p>For information</p>



Finance Committee

Advisory Committee | Charter

Record of versions

Version	Date Published	Reason for Amendments	Resolution	Author or Document Owner
DRAFT	xxx	New committee		Tracy Sligar, CFO

Contents

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10	Principal Office Bearers	5
10.1	Chairperson	5
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SNOWY MONARO REGIONAL COUNCIL

Finance Advisory Committee
Charter

1 Role of the Committee

The Committee Charter sets out the membership, responsibilities, authority and operations of the Finance Committee in the Local Government Area (LGA) of Snowy Monaro Regional Council.

2 Purpose of the Committee

The purpose of the Committee is to assist Snowy Monaro Regional Council to facilitate the improvement in the financial sustainability of Council and increase councilor confidence in the financial reports being received.

The scope of the Committee shall be:

- Oversee the implementation and review of actions identified in a financial sustainability improvement plan aimed at delivering improved financial performance
- Consider the quarterly budget review
- Advise Council on the financial position and any actions necessary to meet Council's needs and objectives
- Facilitate communication between councilors and management/staff on financial matters

3 Power of the Committee

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

Pursuant to Section 377 of the *Local Government Act 1993*, Council has delegated to the Committee the power to carry out the functions necessary for its purposes.

The power of the Committee is limited to the exercise of advisory power. It does not have power to make decisions that will bind the Council or to commit the expenditure of the financial resources of Council or any other organisation without express authorisation.

The Committee shall exercise its power by considering any matter relating to its purposes in a formal meeting and by making formal recommendations to Council as it deems appropriate.

4 Structure and Composition of the Committee

The Committee shall consist of 5 councillor representatives and 2 representatives from staff consisting of the Chief Executive Officer and Chief Financial Officer.

From this membership the Committee will elect its office bearers at its inaugural meeting, and thereafter at its AGM (12 monthly).

The Committee shall invite and/or permit other persons to attend Committee meetings as relevant to the agenda. These persons include, but are not limited to:

- Representatives of Council's external and internal auditors
- External subject matter experts
- Other members of staff relevant to the agenda.

5 Appointment of the Committee

SNOWY MONARO REGIONAL COUNCIL

Finance Advisory Committee
Charter

At the first meeting after the appointment of the elected members the principal office bearers will be elected. The term of the Committee shall be for the Council term, with re-election to occur following the announcement of the new elected members. Throughout the term, the composition and function of the Committee shall be reviewed and a recommendation made to Council as required.

6 Meetings

Meetings shall be held at Cooma Council chambers. Meetings will be held monthly and at other times at the discretion of the Chairperson or on the recommendation of the Committee. Meeting dates and times are to be determined by the Committee at its inaugural meeting.

7 Quorum

The quorum is four (4) and must include one (1) office bearer.

8 Vacancies

Elected member vacancies on the Committee shall be filled by a resolution of the Council. The term of any substituted member appointed shall be the remaining term as that of the member absent, whose position has been vacated or forfeited.

9 Leave of Absence

- A request for leave of absence can be applied for and approved by Committee resolution.
- Failure to attend three consecutive meetings without submitting a satisfactory explanation or request for leave of absence will forfeit membership on the committee.

10 Principal Office Bearers

10.1 Chairperson

The Chair shall be appointed by the committee at its inaugural meeting and then at each AGM.

If the Chair is absent from a meeting, and no Deputy Chairperson has been previously appointed, the committee shall elect a member to chair the meeting in the absence of the Chairperson.

10.2 Secretariat

The Committee shall provide secretariat support for all meetings. The secretariat shall:

- Prepare all records, including the agenda, minutes and any reports or recommendations.
- Provide members of the committee with adequate notice of meetings confirming the date, time and venue.
- Forward the agenda to each member of the committee as soon as is practicable.
- Maintain an action items list.
- Ensure the minutes of the meeting are promptly distributed to all members for review as soon as practicable after each meeting.
- Ensure the adopted minutes are signed by the Chairperson and presented to the next Council meeting.

9.2.3 RMCC WORKS PROGRAM BUDGET ADJUSTMENT

Record No: I23/379

OFFICER'S RECOMMENDATION

That Council approve the variations to the 2022/23 budget noted within regarding the RMCC works program.

ISSUES

The Local Government (General) Regulation 2021, s.202(b) states that 'where an instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of Council'.

A review of the RMCC works program identified that the full program was not going to be achieved. The private works undertaken for Transport for NSW (otherwise known as RMCC or ordered works) can change significantly every year based on the works requested in our area. This program often changes during the year. There is now expected to be a lower level of works completed under this contract compared to our current budget.

The impact of this is income will be lower than budgeted, estimated to be \$2.7m. This will be offset by reduced budgeted spend within materials and contracts, estimated to be \$2.7m

This information was not available in time to be incorporated into the March quarter budget review report presented to council on 1 June 2023.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	High	Medium	No
Financial Sustainability	High	Medium	No
Legislative Governance and Compliance	Medium	Low	No
Reputation and Image	High	Low	No
Service Delivery	Low	Low	Yes

To ensure compliance with s.203 and s.202(b) of the Local Government (General) Regulation 2021, this report is required to advise council of an instance of where income and expenditure may be materially different to the estimated income and expenditure of Council.

FINANCIAL IMPACTS

As the reduction in expected income is offset by a reduction to expenditure, there is no impact to the operating result before capital grants for 2022/23. There is no impact to the cash position of council.

RESPONSIBLE OFFICER: Chief Financial Officer

OPTIONS CONSIDERED

Not recommended - Note the variance within the RMCC works program and the impact to income and expenditure. This does not accurately reflect the result of the program of works.

Recommended - Process a budget adjustment to reflect the impact of a reduced works program on the estimated income and expenditure of Council. Accurately reflect the impact of the reduced program of works on council's current budget, noting no impact to the operating result before capital grants. This will preserve accurate historic records for comparative purposes.

IMPLEMENTATION PLANS

The implementation of the recommendation will result in an adjustment to the budget to reflect a reduction to fees and charges income of \$2.7m and a reduction to materials and contracts expenditure of \$2.7m

EXISTING POLICY/DECISIONS

Local Government (General) Regulation 2021 s202(b) requires the responsible accounting officer must 'if any instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of the council.'

Actual income and expenditure associated with RMCC works is projected to be materially different to the current estimated income and expenditure for this program of works.

ATTACHMENTS

Nil

9.3.1 NOMINATION OF DELEGATES TO THE DISTRICT LIAISON COMMITTEE

Record No: I23/273

OFFICER'S RECOMMENDATION

That Council nominate two councillor delegates to the District Liaison Committee.

ISSUES

Council has received advice from the Monaro Rural Fire Service (RFS) District Manager, Darren Marks of their intention to reinstate meetings of the District Liaison Committee (DLC). The committee has not met since 2017. The RFS seeks to recommence regular meetings of the committee.

Previous arrangements have included the membership of Councillors and the CEO.

Council is being asked to nominate and appoint two councillors to the District Liaison Committee.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
External Political Environment	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes

Nominating councillors to the committee supports ongoing cooperation between council and the RFS.

FINANCIAL IMPACTS

Provision has been made in the annual budget for the Mayor and Council to undertake civic duties as required. This budget includes representing Council on a number of external committees.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

Council may consider to not appoint any delegates to this committee, however, this is not advised as it would not support productive interactions or compliance between the two agencies.

IMPLEMENTATION PLANS

Following council's decision, notice will be sent to the RFS Monaro District Manager advising of council's representatives.

The delegated councillors will also receive notice and relevant information to support them in their role on this committee.

EXISTING POLICY/DECISIONS

Bombala Shire Council Service Level Agreement (Executed in 2012)

Cooma Monaro Shire Council Service Level Agreement (Signed by CMSC in 2012, awaiting execution by RFS)

Snowy River Shire Council Service Level Agreement (Signed by SRSC in 2014, awaiting execution by RFS)

BACKGROUND

Under section 12A of the Rural Fires Act 1997, the RFS Commissioner may enter into an agreement with council (as the authority responsible for the area). The RFS have advised a draft service level agreement is currently under review by the Local Government Association. This service agreement document will be made available once that review has concluded.

Council inherited the former three council's agreements, which are 8-10 years old, and at varying stages of endorsement. The former Bombala Council's agreement is the only agreement endorsed by both parties. The RFS wish to re-establish the committee and continue to operate in accordance with previous agreements until such time that a new agreement is in place.

In the absence of a current agreement council staff and the RFS continue to manage daily operations. The appointment of councillors to the committee will formalise regular review of the RFS budget, performance and reporting on the RFS fleet and station plans and support a productive relationship and foster a collaborative approach to reviewing the draft agreement and ongoing initiatives.

9.3.1 NOMINATION OF DELEGATES TO THE DISTRICT LIAISON COMMITTEE

The current request for two delegates is in accordance with the agreement entered into in the past as shown below.

-
- 9. Liaison Committee**
- 9.1 The Liaison Committee will consist of 7 members as follows:
- (a) two Councillors from the Council appointed by resolution of the Council;
 - (b) the General Manager of the Council or his or her delegate;
 - (c) two volunteer rural fire fighters from the District appointed by the local branch of the NSW Rural Fire Service Association Inc ("the RFSA"), or, in the absence of a local branch of the RFSA, elected in accordance with the applicable Service Standard;
 - (d) one member of the RFS staff assigned to the District nominated by the District Manager and approved by the Regional Manager for the District; and
 - (e) the District Manager who will be the committee's Executive Officer.
- 9.2 The Commissioner, the Council and the groups or entities which appoint or elect members of the Liaison Committee pursuant to sub-clauses 9.1(c) and (d) respectively may appoint another person to attend any meeting of the Liaison Committee in the event that the person they have elected pursuant to clause 9.1 is unable, for any reason, to attend that meeting.
- 9.3 The Liaison Committee will:
- (a) monitor and periodically review the performance of this Agreement by the Council and the RFS;
 - (b) review the following documents prepared by the District Manager prior to submission to and consideration by the Council:
 - (i) the annual budget and business plan; and
 - (ii) the quarterly financial and performance reports
- 9.4 The procedures for calling meetings and the conduct of business at those meetings shall be determined by the Liaison Committee.
- 9.5 Minutes of each meeting of the Liaison Committee must be circulated to each of the Council, the members of the Liaison Committee and the Commissioner within 2 weeks of the meeting.
- 9.6 The Liaison Committee is not a committee of the Council or the RFS.

Extract from the Service Level Agreements of former Cooma Monaro and Bombala Councils.

ATTACHMENTS

Nil

9.3.2 ORGANISATIONAL PERFORMANCE REPORT - MAY 2023

Record No: I23/272

OFFICER'S RECOMMENDATION

That Council:

- A. Amend 22/23 Operational Plan to "Commence" the review of the youth strategy.
- B. Amend 22/23 Operational Plan to "Commence" the development of a SMRC tourism strategy.
- C. Amend 22/23 Operational Plan to "Commence" the development of an investment attraction strategy.
- D. Amend 22/23 Operational Plan to "Commence" the development of CBD activation plans.
- E. Amend 22/23 Operational Plan to "Commence" the Adaminaby long vehicle and truck parking project.
- F. Amend the 22/23 Operational Plan to "Commence" the Jindabyne Holiday Park upgrades.
- G. Include in the 23/24 Operational Plan the Jindabyne Holiday Park upgrades.
- H. Remove 'Develop a Pool Strategy for the region' from the 22/23 Operational Plan.

ISSUES

- The summary below indicates performance to the end of May 2023 against the actions included in the 2022 – 2023 Operational Plan, delivering progress towards the 2022-2026 Delivery Program principal activities and projects. The progress against targets compares against the year to date completion targets. A result of more than 100% indicates that overall, more items are assessed as ahead of target than behind.
- Projects will appear as "no target set" if their commencement date hasn't been reached.

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

OVERVIEW

OP ACTION SUMMARY

By Performance

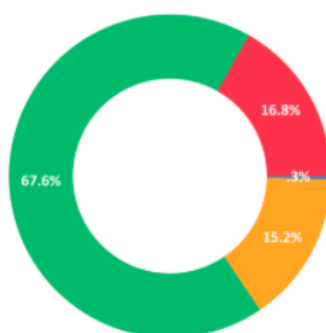
209 On Track

52 Off Track

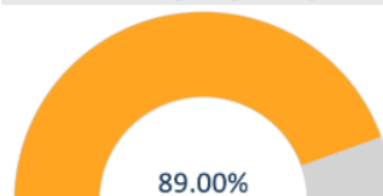
47 Monitor

1 Not Applicable

OP Action Status



OP Action Progress Against Targets



309 op actions reported on
209 At least 90% of op action target achieved
47 Between 70% and 90% of op action target achieved
52 Less than 70% of op action target achieved
01 op actions with no target set

Table 1: Identified variances for off track projects/services

<p>Delivery Program: 12.1.2 Operate and maintain Council owned public buildings</p> <p>OP Action Title: 12.1.2.14 PROJECT: Jindabyne Holiday Park Drainage Upgrades</p> <p>Variation Reason: This project commenced in February 2023. Delays have been experienced due to lake levels, difficult site conditions and design changes resulting in the project not being completed prior to the end of the financial year as planned. Progress to date, is a new pump station, control panel and connection of new drainage to existing drainage. It is now planned that the contractor will return in October post winter to finalise the upgrade.</p> <p>Variation: Amend the 22/23 Operational Plan to “Commence” Jindabyne Holiday Park upgrades, and include the “Completion” of the Jindabyne Holiday Park Upgrades” to the 23/24 Operational Plan.</p> <p>Impact: Minimal disruption for booked guests over the 2023 winter season; however, not completing the project within the planned timeframe may result in community and caravan park leaseholder expectations not being met.</p>
<p>Delivery Program: 1.2.2 Deliver Youth Services in collaboration with other providers, targeting priorities as identified through the Youth Advisory Committee (formerly Youth Council)</p> <p>OP Action Title: 1.2.2.3 PROJECT: Review Youth Strategy 2023-27</p> <p>Variation Reason: The role of Council’s Youth Officer was vacant for a significant portion of 22/23. The role has now been successfully recruited with youth services now being delivered at full capacity. While the Team Leader Youth Capacity Building has been commenced, this project will now be completed in the 23/24 Operational Plan year.</p> <p>Variation: Amend 22/23 Operational Plan to “Commence” the review of the Youth Strategy and include “Complete” the review of the Youth Strategy to the 23/24 Operational Plan.</p> <p>Impact: Minimal impact currently; however, when the current strategy expires, Council and the Youth Council will not have a clear direction through agreed actions of what the needs and aspirations for the Snowy Monaro youth.</p>
<p>Delivery Program: 12.4.1 Maintain and operate Council owned pools</p> <p>OP Action Title: 12.4.1.4 PROJECT: Develop a Pool Strategy for the region</p> <p>Variation Reason: A Pool Strategy was not funded for the 22/23 financial year, with funding being explored through grants. Funding is still being sought. If funding eventuates, a separate report to Council will be tabled for inclusion in the relevant operational plan year.</p> <p>Variation: Remove ‘Develop a Pool Strategy for the region’ from the 22/23 Operational Plan.</p> <p>Impact: The lack of an aquatic strategy leaves Council in a poor position for making informed decisions due to the absence of a clear direction for the future of our pools.</p>

<p>Delivery Program: 5.1.3 Development and implementation of visitor attraction strategies and town beautification</p> <p>OP Action Title: 5.1.3.1 PROJECT: Develop a SMRC Tourism Strategy to support and grow the region's tourism industry to replace Destination Management Plan</p> <p>Variation Reason: Work is continuing on an early draft of the strategy and project plan. The aim is 50% completion this financial year and 100% completion in the 2023-24 financial year. Current focus of the project is on building a good evidence base with data to assist in preparation of the new strategy. Council's existing Destination Management Plan expires in 2024.</p> <p>Variation: Amend 22/23 Operational Plan to "Commence" the Development of a SMRC Tourism Strategy and include "Complete" the Development of a SMRC Tourism Strategy to the 23/24 Operational Plan.</p> <p>Impact: Minimal impact – The current Destination Management Plan does not expire until 2024, not leaving any strategic or planning gaps for direction and decision making.</p>
<p>Delivery Program: 5.2.1 Support key local industries</p> <p>OP Action Title: OP Action Title: 5.2.1.2 PROJECT: Investment Attraction Strategy</p> <p>Variation Reason: Work on a draft investment attraction strategy has commenced. Following the financial review recommendations the scope of the IAS has increased. Completion date target is now June 2024. Continuing to build ideas and possible focus areas for the IAS. Recent work has been focussing on elements of this project related to the SAP.</p> <p>Variation: Amend 22/23 Operational Plan to "Commence" the Development of an Investment Attraction Strategy and include "Complete" the Development of an Investment Attraction Strategy in the 23/24 Operational Plan.</p> <p>Impact: Minimal impact – The inclusion of the SAP impacts will lead to a better outcome for this strategy and the region, compared to the SAP impacts not being included.</p>
<p>Delivery Program: 5.2.1 Support key local industries</p> <p>OP Action Title: : 5.2.1.3 PROJECT: CBD Activation Plans</p> <p>Variation Reason: Economic Development resources have been focused on the SAP development, leading to minimal time to complete these plans. Work on the research phase of the Bombala CBD Activation Plan has commenced. A further workshop with local business is intended to be held in early June.</p> <p>Variation: Amend 22/23 Operational Plan to "Commence" the Development of CBD Activation Plans and include "Complete" the CBD Activation Plans in the 23/24 Operational Plan.</p> <p>Impact: By not having these plans in place, clear direction and future planning for each CBD will remain inconsistent across the region.</p>
<p>Delivery Program: 10.3.12 Delivery of funded transport infrastructure projects</p> <p>OP Action Title: 10.3.12.16 PROJECT: Adaminaby Long Vehicle and Truck Parking</p> <p>Variation Reason: The Funding Agreement has not been forwarded to Council, despite</p>

initial statement from Dept of Regional NSW that it would be forwarded by July 2021. Additionally, a request for extra funding has been made for all BLERF projects to account for the increase in costs.

Still awaiting final design.

Live Locates reports have been forwarded to the Engineer/Designer. Awaiting final design.

Variation: Amend 22/23 Operational Plan to “Commence” the Adaminaby Long Vehicle and Truck Parking project and include “Complete” the Adaminaby Long Vehicle and Truck Parking project in the 23/24 Operational Plan.

Impact: This has been a long awaited project. The delay in completing this project will mean the Adaminaby community’s expectations will not be met.

Projects and activities requiring monitoring

Several corporate projects and Infrastructure projects are behind schedule for varying reasons, however, a primary reason is original projects were under scoped and grant funding no longer is sufficient to cover full project costs. Some projects are now several years since originally planned, and current inflation has led to cost ‘blowouts’. Projects that have been re-scoped and funding sourced, have been identified as carry over projects and are listed within the draft 2023/2024 Operational Plan. The final organisational performance report against the 2022/2023 Operational Plan financial year will be tabled at the July Council meeting will provide an overall status of each project or action that will not achieve target, the reasons why and recommendation moving forward.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	High	High	No
Economic Activity	Low	Low	Yes
Environmental Security	Low	Low	Yes
External Political Environment	High	High	No
Financial Sustainability	High	High	No
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Medium	Medium	No
Service Delivery	Medium	Medium	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 and significant reputational risk. Providing updated information on the current status reduces the risk of reputational damage.

FINANCIAL IMPACTS

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 of Strategy Development

OPTIONS CONSIDERED

It is a statutory requirement to report a minimum every six months to Council; however, a move towards monthly reporting has been implemented to focus on improved accountability and increased agile decision making across the organisation.

IMPLEMENTATION PLANS

Adopted variances to the 2022-2026 Delivery Program will be undertaken in accordance with the IPR guidelines and amendments to the original adopted 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 - May 2023
-



Organisation Performance Report - May 2023

Snowy Monaro Regional Council (SMRC)

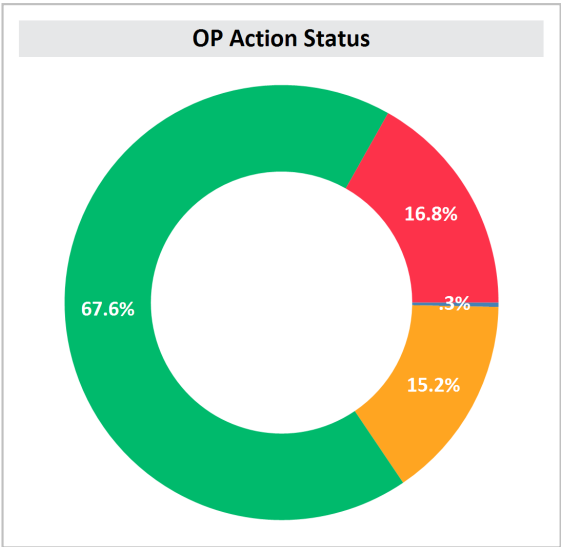
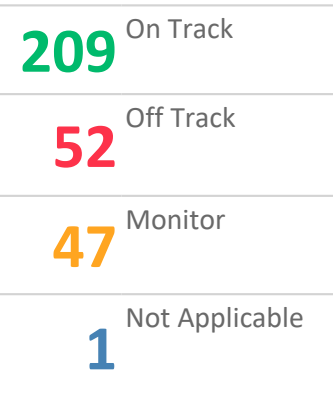
cammsstrategy

Print Date: 04-Jun-2023

OVERVIEW

OP ACTION SUMMARY

By Performance



OP ACTION PLANS






* Dates have been revised from the Original dates




Communications Portfolio

Communications

Communication and Engagement

OP Action Title: 14.1.1.1 Monitor afterhours logs daily, update manuals and address key issues and themes to support delivery of effective customer service to the community

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: Daily reports from AH call centre monitored and shared with relevant teams. Monthly meeting with AH call centre manager to address any changes or issues. After hours team updated with current issues. After hours log disseminated in a timely manner.</p> <p>Reviewing of Enghouse data continues for team customer service monitoring.</p> <p>Common themes this month - 603 Rates Update/Waste Inquiry/Land & Property/Water Main Broken Jindabyne/Waste Account Inquiry/Bombala Landfill eWaste.</p> <p>Waiting on further details from Land & Property on duress alarm and emergency procedures.</p> <p>Service level for April was 94.32%, which exceeds our target, great work from the Customer Service team.</p> <p><i>Last Updated: 03-May-2023</i></p>						
OP Action Title: 14.1.1.2 Ensure consistent branding outlined in the Corporate Style Guide is used across the organisation through continued education and support						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: Support for departments is continuing on style guide usage along with ongoing review of documents. Comms is reviewing internal and external collateral, particularly relevant at the busy events time of the year. The awareness and usage of style guide is high across Council teams. We are delivering learning sessions on an as need basis.</p> <p><i>Last Updated: 01-May-2023</i></p>						
OP Action Title: 14.1.1.3 PROJECT: Commence implementation of a customer request management system						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	30%	92.00%	 RED
<p>OP Action Progress Comments: This is now the Towards Excellence project. We are investigating a system to implement in the interim to start some change in customer management procedures.</p> <p>The CSO team continue to monitor themes and advise manager on repeat communication issues regarding unanswered queries.</p> <p><i>Last Updated: 03-May-2023</i></p>						
OP Action Title: 14.1.1.4 PROJECT: Prepare and implement Community Engagement Strategy						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	95%	100.00%	 GREEN
<p>OP Action Progress Comments: The CES report was presented to December Council meeting. The strategy was not endorsed by Council and at their request, we attended what was to be a workshop to discuss their concerns with the CES. Although we have been using the draft at the framework for all engagement activities in the first quarter of the year, this document will remain a draft framework until endorsed.</p> <p><i>Last Updated: 01-May-2023</i></p>						
OP Action Title: 15.1.1.1 Distribute eNewsletter and promote subscriber signups to increase database						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: With engaging content the eNewsletter continues to have above industry best open and click through rate.</p> <p>April open rate: 57.44% April click rate: 12.52%</p> <p>Newsletters were distributed for each fortnightly period in the reporting window. Top clicks</p> <ol style="list-style-type: none"> 1. CEO contract not renewed – 80 clicks 2. Value General land valuations and rates – 40 clicks 3. April meeting summary – 33 clicks 4. Jobs – 22 clicks/26 clicks 5. IPART SRV consultation/Perisher Historical Society donation to Jindabyne Library/ANZAC Day/Council facility hours over Easter – 20 clicks <p>Council eNewsletter subscriptions by 10% per year - July 22 to 24 April 23 has seen an increase of 41.89%.</p> <p><i>Last Updated: 03-May-2023</i></p>						
OP Action Title: 15.1.1.2 Council news and information is regularly circulated through all relevant channels to community, media and other relevant stakeholders						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: Ongoing - daily and weekly to more than 40 media outlets, within region, ACT and beyond. Media releases, public notices were disseminated in a timely manner to topic relevant stakeholders and groups. The digital platform continues to be a reliable and timely source of Council information.</p> <p>The communications team continue to generate an average of more than one media pick-up per piece of activity.</p> <p>While the departure of the CCO has left the team short on resources, we are working towards managing the quality Comms customer service to internal business units and external media organisations in a timely manner.</p>						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Last Updated: 03-May-2023

OP Action Title: 15.1.1.3 Connect with local residents at local Country Shows, pop-up stalls, community group presentations throughout the region and other identified, relevant opportunities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	99%	92.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments:

The Country Show season has wrapped with good attendance at the Council stand across all areas.

The Engagement team along with other relevant business units attended all local shows in the first quarter of 2023, with great engagement with community. Numbers that visited our stand.
Nimmitabel - 42
Delegate - 26
Dalgety - 172
Cooma - 176
Bombala 48

Positive feedback from the community on Council attendance at the local shows. They felt is gave more access to Council and a place where they could quickly access information and answers.

Last Updated: 03-May-2023

OP Action Title: 7.2.3.1 Educational impact programs are undertaken to address environmental impacts of weeds and waste management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Engagement	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments:

Waste Education Action Plan developed for waste to ensure coordinated and effective implementation of the 2022 - 2024 program. This Biosecurity role has been absorbed into Biosecurity team. The Biosecurity team continue to attend pop-ups and community days including the Upper Snowy Landcare event at Gegederick, Berridale. Biosecurity advice continues to be a popular talking piece at engagement events. The Education Officer is working on a FOGO Engagement plan and lesson plans for primary aged children.

Last Updated: 03-May-2023

Economic Development and Tourism

OP Action Title: 1.2.1.1 Support eligible events under Council’s Major Events Funding Policy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments:

Following the March Council meeting close to \$25,000 of funding has now been allocated to events under the Funding Policy. The target of minimum 50%

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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
expenditure of the fund for this year has now been met. Other upcoming events are also expecting to submit applications for funding in coming weeks. <i>Last Updated: 23-Mar-2023</i>						
OP Action Title: 14.2.7.2 Lobby for SAP Growth factor in rate peg cap						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gina Woodward - Chief Communications Officer	In Progress	30-Dec-2022	15-Dec-2023	15%	5.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Discussions commenced on key players in process and timing (due to election) ahead of developing project plan to identify resources by end March. Will need further time due to current resourcing availability and need to understand priorities of incoming state government post election. <i>Last Updated: 20-Mar-2023</i>						
OP Action Title: 5.1.1.1 Maintain involvement in the Regional Economic Development Strategy (REDS) review						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: The final updated REDS has now been completed. Council was notified on 21/2/23 that it is available online from the Regional NSW website. <i>Last Updated: 22-Feb-2023</i>						
OP Action Title: 5.1.2.1 Continue to support the Snowy Mountains Special Activation Precinct (SAP)						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: The SAP Executive Group, Planners Group and Projects Group are all now set up for liaison with RGDC on a consistent basis. All meetings are occurring monthly. The internal Project Control Group is meeting on a monthly basis chaired by the Coordinator Economic Development. The draft DCP is intended to be on public exhibition mid year, most likely July. Other elements of the SAP are on temporary hold whilst the new state government reviews the program. <i>Last Updated: 19-May-2023</i>						
OP Action Title: 5.1.3.1 PROJECT: Develop a SMRC Tourism Strategy to support and grow the region’s tourism industry to replace Destination Management Plan						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	65%	90.00%	<div><div></div><div></div><div></div></div> AMBER
OP Action Progress Comments: Work is continuing on an early draft of the strategy and project plan. The aim is 50% completion this financial year and 100% completion in the 2023-24 financial year. Current focus of the project is on building a good evidence base with data to assist in preparation of the new strategy. Council's existing Destination Management Plan expires in 2024. <i>Last Updated: 19-May-2023</i>						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard


OP Action Title: 5.1.4.1 Publicise local events in region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: Weekly events e-newsletter distributed through digital channels most Fridays. Event promotion (and sign-up promotion) through the Visitor Centre staff, Council websites, Social Media Channels and adverts. Individual event promotion via Social Media and Visit Cooma Calendar. The Tourism Promotion and Events Officer continues to assist local events organisers with funding from the Reconnecting Regional NSW Community Events Program, which is due to finish in January 2024.

Last Updated: 19-May-2023


OP Action Title: 5.1.4.2 PROJECT: Monaro Rail Trail - Undertake investigation and scope the Monaro Rail Trail

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN

OP Action Progress Comments: Council has been successful in its grant application to the Business Case and Strategy Development Fund seeking funding for a TDP for stage 2 and reports on biodiversity and biosecurity for stage 1A and the funding agreement has been secured. TfNSW have advised that the new Regulation has been delayed due to the change in government but a draft template of the future lease is available and can begin to be worked on. The procurement process for the BCSD project is currently in progress, with successful consultants expected to be appointed mid to late June.

Last Updated: 19-May-2023


OP Action Title: 5.1.6.1 Review Council tourism websites quarterly for content updates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: Tourism Promotions and Events Officer has reviewed website arrangements. Daily checks and page reviews undertaken with amendments implemented immediately. General aim is to address any gaps in current content about the region, particularly in relation to the events calendar. Looking to do a major update of tourism websites if funding becomes available and are alert for potential funding opportunities.

Last Updated: 19-May-2023

OP Action Title: 5.1.6.2 Post new social media content fortnightly

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: Social Media content includes event notices, weather and road updates, tourism stories interests and other items of interest is posted regularly.


Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Social Media: 62 Facebook posts made during last month on Cooma VC Facebook.
Reach: 55,779 Engagement 13,314, 85 new followers
Instagram - 20 Posts, Reach 3739, Engagement 597 for Cooma VC.
For Bombala - 7 posts on Facebook, Reach 2,167 and Engagement 587. Instagram - 4 posts, 2167 reach, engaged 496.
Record stats this month including NSW Premier Chris Minns using Cooma VC snow photos on his socials.

Last Updated: 19-May-2023


OP Action Title: 5.2.1.1 Participate in the South East Forestry Hub

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: Economic Development Coordinator and Economic Development Officer spoke with Rob de Fegely for the latest update on the South East NSW Forestry Hub. A further meeting has been arranged in June to discuss the SE Forestry Hub projects, including a potential Transport and Haulage Study of the local industry across SMRC and Bega Valley.

Last Updated: 19-May-2023

OP Action Title: 5.2.1.2 PROJECT: Investment Attraction Strategy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	65%	90.00%	 AMBER

OP Action Progress Comments: Work on a draft investment attraction strategy continues. Following the financial review recommendations the scope of the IAS has increased. Completion date target is now June 2024. Continuing to build ideas and possible focus areas for the IAS. Recent work has been focussing on elements of this project related to the SAP.

Last Updated: 19-May-2023


OP Action Title: 5.2.1.3 PROJECT: CBD Activation Plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	65%	90.00%	 AMBER

OP Action Progress Comments: Work on the research phase of the Bombala CBD Activation Plan continues. A further workshop with local business is intended to be held in early June.

Last Updated: 19-May-2023

OP Action Title: 6.2.1.1 Meet with three main chambers of commerce

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

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Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

OP Action Progress Comments: Economic Development Officer continues to liaise with all three main business chambers. There has been a recent change to the leadership of the Bombala Chamber and the ED Officer has been in touch with the new leadership.

Last Updated: 19-May-2023


OP Action Title: 6.2.1.2 Provide Economic Development newsletter

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN

OP Action Progress Comments: The next newsletter is due out in May and will be issued later in the month following the business awards with an article focusing on the winners. This newsletter is currently under preparation.

Last Updated: 19-May-2023

OP Action Title: 6.2.1.3 Hold Business Awards

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: A successful Business Awards Gala dinner was held on 5 May. Next Business Awards will be in May 2025.

Last Updated: 19-May-2023

Executive Office

Executive Office

Executive Office

OP Action Title: 13.2.1.1 Business papers completed and published to Council webpage





Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: Business papers completed and published to Council webpage on 11 May 2023. Unconfirmed Minutes of Council meeting uploaded to Council webpage on 23 May 2023.

Last Updated: 24-May-2023

OP Action Title: 13.2.1.2 Minutes of Council meeting uploaded to Council webpage

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: Unconfirmed Minutes of Council meeting uploaded to Council webpage on 23 May 2023. <i>Last Updated: 24-May-2023</i>						
OP Action Title: 13.2.2.1 The CEO, Mayor, Councillors and Executive are supported in their roles						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: The CEO, Mayor, Councillors and Executive are supported in their day to day roles through assistance provided by the following positions and cohorts; EA to CEO, Mayor and Councillors Executive Support Officer Secretary Council and Committees Executive Assistant Cohort Knowledge Exchange, Engagement and Networking Cohort (KEEN meetings) May 2023 included; * Formal ELT Meetings * Councillor Briefings * Budget, OP/DP Workshops * Ordinary and Extraordinary Council Meeting * Meetings with community on various issues <i>Last Updated: 24-May-2023</i>						
OP Action Title: 13.2.3.1 Registers with Council decisions are kept updated after each meeting						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Assistant to CEO, Mayor and Councillors	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: Registers with Council decisions are kept updated after each meeting - action completed on 19 May 2023. <i>Last Updated: 24-May-2023</i>						
OP Action Title: 15.2.1.1 Engage required resources to support project development and implementation						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	05-Jan-2023	14-Apr-2023	80%	100.00%	 AMBER
OP Action Progress Comments: Tender cannot proceed to finalisation until the required budget has been identified and business case finalised. Business case if being drafted. Costs included in						
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Snowy Monaro Regional Council (SMRC) **Action and Task Progress Report- Standard**

draft 23/24 budget for Council consideration.

Last Updated: 02-Jun-2023

OP Action Title: 15.2.2.3 Create resource (labour & financial) estimates for all programs

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Financial Officer	In Progress	10-Apr-2023	20-May-2023	50%	92.00%	 RED

OP Action Progress Comments: Through the development of the 23/24 budget, labour resources are being reviewed to ensure there are sufficient resources to delivery the level of services identified.


Last Updated: 20-Feb-2023

Finance Portfolio

Financial Services

Finance


OP Action Title: 13.2.10.1 Co-ordinate the annual Budget, Fees and Charges and Revenue Policy for the Operational Plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	85%	95.00%	 AMBER

OP Action Progress Comments: Budget workshops with the Executive Leadership Team have been occurring each week. Councilor workshops will begin late in the month starting with Water, Wastewater and Waste Funds with the General Fund and the Consolidated position planned for next month.

Last Updated: 29-Mar-2023

OP Action Title: 13.2.10.2 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 %
Manager Finance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: The revaluation of operational land and buildings by the external valuer is complete with internal reviews now occurring. Next month the planning audit is scheduled.





Last Updated: 29-Mar-2023

OP Action Title: 13.2.10.3 Completion of quarterly Budget Review Statements to Council

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	64%	88.00%	 AMBER
OP Action Progress Comments: December was the first quarter to introduce the quarterly reporting format. There were teething issues in moving from monthly to quarterly reporting however the reporting process has seen significant progress. In particular, restriction balances were calculated for the first time during the year. In the past they were only calculated at the end of each financial year. The result of a negative unrestricted cash position as at 31 December, highlights how important it is that we continue to improve the process to ensure reliable data. <i>Last Updated: 23-Feb-2023</i>						
OP Action Title: 13.2.10.4 Ensure Council meets its taxation compliance obligations						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	67%	92.00%	 AMBER
OP Action Progress Comments: On target. Monthly BAS completed and lodged on time. <i>Last Updated: 28-Sep-2022</i>						
OP Action Title: 13.2.10.5 Cash flow management						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	67%	92.00%	 AMBER
OP Action Progress Comments: Significant improvements have been made so that we are able to calculate the balance of restricted and hence unrestricted cash at the end of each month. The reliability of these figures is much improved but still requires further work. The next step is to work with Managers to improve the phasing of budgets so then we will be able to better forecast our unrestricted cash position not only at the end of the financial year but at the end of each remaining month. <i>Last Updated: 23-Feb-2023</i>						
OP Action Title: 13.2.10.6 Accounts Receivable Management						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER
OP Action Progress Comments: 1. Rates Instalment 2 - People who progressed to Statement for Claim – SR Law to follow legal process to recover debt. This is a case by case process depending on circumstances. 2. Rates Instalment 3 – Due 28/2/23 - Reminder Notices issued 21/3/23 3. Water Billing Period 1 – Customers with unpaid balances/no payment arrangements progressed to Statement of Claim 07/03/23						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Last Updated: 30-Mar-2023						
OP Action Title: 13.2.10.7 Review the oncosting methodology to ensure that current costs are accurately reflected in the services and projects reliant on specific purpose revenue						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	80%	100.00%	<div><div></div><div></div><div></div></div> AMBER
OP Action Progress Comments: A model has been developed for the 23/24 budgets. Whilst this will need to be significantly improved next year it represents a large improvement now and will ensure that corporate and governance costs are attributed to the direct service delivery areas based on more reliable information.						
Last Updated: 23-Feb-2023						
OP Action Title: 13.2.10.8 Development and implementation of Grant Funding Policy and Procedures to ensure sound governance and consistency across the organisation in the application for and management of grants						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2022	30-Jun-2023	41%	92.00%	<div><div></div><div></div><div></div></div> RED
OP Action Progress Comments: Currently reviewing the processes to ensure integrity of the grants register.						
Last Updated: 29-Nov-2022						
OP Action Title: 13.2.10.9 PROJECT: Investigate and model Special Rate Variation (SRV) scenarios						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: SRV modelling is now complete. Council has endorsed an application for an SRV on a staged approach over 5 years. The application is to be lodged with IPART by 3 March 2023. Completed						
Last Updated: 02-Apr-2023						
OP Action Title: 13.2.10.10 PROJECT: Independent Financial Audit						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Financial Sustainability Review is now complete with the final report presented to FSR committee, Executive team and Councillors.						
Last Updated: 29-Nov-2022						
OP Action Title: 13.2.10.11 Implement effective budget and other financial controls & implement a comprehensive and robust budget development process						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Financial Officer	In Progress	02-Jan-2023	31-Dec-2023	50%	92.00%	 RED
<p>OP Action Progress Comments: Budget training for managers has begun. Finance staff are assisting managers to be more involved in developing an activity based budget for 23/24. Assumptions used in developing the budgets are being documented and will be monitored throughout the coming financial year. Ongoing monthly finance meetings with budget managers to ensure data integrity and collate variance details for reporting purposes. These meetings will be used to determine whether budget adjustments are required.</p> <p><i>Last Updated: 19-Feb-2023</i></p>						
OP Action Title: 13.2.10.13 Develop an annual budget development process that is activity based						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Financial Officer	In Progress	02-Jan-2023	29-Feb-2024	60%	90.00%	 RED
<p>OP Action Progress Comments: A budget manual is being developed in conjunction with the development of the 23/24 budget to assist with preparing future budgets.</p> <p><i>Last Updated: 20-Feb-2023</i></p>						
OP Action Title: 13.2.10.15 Review internally restricted cash						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Financial Officer	In Progress	02-Jan-2023	30-Jun-2023	80%	95.00%	 AMBER
<p>OP Action Progress Comments: Processes are in place to ensure Council cash is monitored, reviewed and reported on in a timely manner.</p> <p><i>Last Updated: 20-Feb-2023</i></p>						
OP Action Title: 13.2.10.16 Revise Water and Wastewater long term financial plans						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Financial Officer	In Progress	02-Jan-2023	30-Jun-2023	80%	95.00%	 AMBER
<p>OP Action Progress Comments: An updated draft LTFP for both Water and Wastewater have been reviewed. This is placed on exhibition as part of the IP&R documents for 2023/2024. Further review is required to ensure future development is appropriately funded.</p> <p><i>Last Updated: 31-Mar-2023</i></p>						

Operations Portfolio


Built & Natural Environment

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Biosecurity


OP Action Title: 5.3.1.1 State alert weeds reported to NSW Department of Primary Industries

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	95%	92.00%	 GREEN

OP Action Progress Comments: No State alert weeds have been identified during the reporting period. The following suspect plants have been investigated, Inkweed (*Phytolacca octandra*), Creeping buttercup (*Ranunculus repens*), Watercress (*Nasturtium officinale*), Stinking Roger (*Tagetes minuta*), Apple of Sodom (*Solanum Linnaeanum*), Hairy bittercress (*Cardamine hirsuta*), Mexican poppy (*Argemone mexicana*), Celery-leaved buttercup (*Ranunculus sceleratus*), Blue water speedwell (*Potamogeton tricaratus*), Purple prairie clover (*Dalea purpurea*), Lesser broomrape (*Orobancha minor*), Great Brome (*Bromus diandrus*), Teasel (*Dipsacus fullonum*) and New York Aster (*Symphotrichum novi-belgii*). None of the investigated plants were identified as State or regional priority weeds, nor do they pose a significant risk to the Snowy Monaro region's economy, environment or community. A report of Horsetail, which is required to be eradicated in accordance with the South East Regional Strategic Weed Management Plan, was confirmed during the year at Khancoban, in the adjoining Snowy Valleys Regional Council area. Alligator weed, which is a State priority weed and subject to a Biosecurity zone, is prevalent in the ACT. Boneseed occurs in the adjacent Council areas of Bega Valley and Eurobodalla and is a State priority weed. It also has the potential to grow in our region and is subject to a control order. Each of these weeds is notifiable and must be destroyed if detected. Arrowhead *Sagittaria* was reported late in the season in the Murrumbidgee river, however is now dormant and undetectable. A surveillance program will commence in spring to determine the extent of this invasive water weed and then determine an appropriate course of action.

Last Updated: 29-May-2023


OP Action Title: 5.3.1.2 State alert weeds treated and neighbouring landowners notified

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	95%	92.00%	 GREEN

OP Action Progress Comments: No State alert weeds were identified during the reporting period, however staff are actively monitoring for their presence during inspections. Fourteen (14) Weed of the week articles focusing on Prohibited matter weeds and legislative requirements were published in local media from September 2022 to the present date. NSW Department of Primary Industries conducted Prohibited matter training at Cooma during July 2022. Biosecurity staff from SMRC, QPRC and Eurobodalla Council were in attendance. Prohibited matter weeds are those with the highest level of control in NSW and are either not yet present in NSW or not yet established. Legislation is used to prevent the entry or establishment of these weeds into NSW. Orange Hawkweed is the only Prohibited matter weed known to occur within the Snowy Monaro region. Targeted surveillance and control for this weed occurs throughout the summer months. Of the six known sites, only one was active this season and all plants were treated using Grazon extra and Tordon. The State priority weed, Alligator weed is known to occur in the ACT and poses a high risk to the Snowy Monaro region. Two staff attended an alligator weed surveillance effort for three days during May to familiarise themselves with it.

Last Updated: 29-May-2023

OP Action Title: 5.3.1.3 Support actions of the NSW Orange Hawkweed Eradication program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

OP Action Progress Comments: A planning session was held with National Parks and Wildlife Service staff during August to coordinate cross-border surveillance efforts this coming season. The Orange Hawkweed Eradication program is a coordinated effort between NPWS, SMRC, NSW DPI and affected landholders. The program relies on a range of surveillance techniques, including ground inspections, drone surveillance, weed detector dogs and volunteer surveillance groups. A Hawkweed Taskforce meeting was attended during September to update all parties on plans, actions and research around this highly invasive weed threat. During November an information sheet was mailed to over 200 landowners on the western fringe of the Snowy Monaro extending


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from Rocky Plain north to Yaouk to remind landowners to be vigilant and to encourage participation in the Orange Hawkweed Eradication Program. Modelling (wind patterns, habitat suitability etc) has identified areas where Hawkweed is more likely to occur along this western fringe. Landowners in these areas were contacted to advise that their properties were being targeted for surveillance this season using drones, weed detector dogs and volunteer surveillance groups. A media article was drafted during November alerting the public to the threat that Orange Hawkweed poses to our agricultural and environmental assets. Surveillance efforts kicked off in December. Drone surveillance captured a significant amount of data, which did not result in the identification of any new sites. A number of potential drone detections were recorded on private land. All were inspected onground and confirmed as false detections. Known sites have been inspected onground using ground surveillance and Weed Detector Dog techniques. Only one site was active. All plants at this site were treated. The 2022-23 program was completed in February.

Last Updated: 29-Mar-2023


OP Action Title: 7.2.1.1 High risk pathways inspected

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

OP Action Progress Comments: High risk pathways are those areas that act specifically as conduits for the spread of weeds, ie roadsides and waterways. The Biosecurity team monitor these areas continually; however specific inspections are undertaken during September/October and again during December/January. The initial inspection program was completed as planned during spring and the second inspection completed by end of January. Staff will continue to monitor these pathways throughout the remainder of summer and autumn. Surveillance of waterways has recently highlighted the presence of Watercress, Creeping buttercup, Blue water speedwell and Celery leaved buttercup, each of which has proven to be invasive weeds. Weeds like Coolatai grass occur in isolated patches along the Monaro highway and are spread by vehicle and plant movements. Surveillance at known Coolatai grass sites has occurred continuously throughout the summer months with plants only having been identified and controlled at the one site 4kms north of Bredbo. Chilean needle grass occurs along some roadsides and Travelling Stock Routes. Detection at the present time is extremely difficult, however surveillance at known sites has occurred and plants are controlled when identified. Hairy bittercress was identified during spring on the highway between Cooma and Bombala during a high risk pathway inspection. It is of little concern. A second road verge boomspray was conducted during early February on highways and regional roads. While its primary purpose is maintaining line of sight, it also provides a significant benefit to Council's Biosecurity program by treating any emergent weeds which have fallen off vehicles within 2m of the trafficable lane.

Last Updated: 17-Feb-2023


OP Action Title: 7.2.1.2 High risk sites eg nurseries, rest areas, camping sites inspected

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

OP Action Progress Comments: High risk sites are routinely monitored throughout the year and form an important part of Council's property inspection program. These are typically high visitation sites or sites that pose a higher risk from the introduction of new weed species and include rest areas, camp grounds, boat ramps, river crossings etc. The high risk site list was reviewed during the year and increased from 250 to 325. All sites have now been inspected this financial year. The inspections have not yet identified anything particularly unexpected.

Last Updated: 03-May-2023

OP Action Title: 7.4.1.1 Public and private lands inspected

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN


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OP Action Progress Comments: 118 property inspections were recorded during March, taking the total number of inspections for the financial year to 1629, therefore exceeding inspection targets and ensuring that Council meets its Weeds Action Program commitments. The wet conditions which have hampered access to rural properties have finally eased, however the significant vegetative growth continues to make weed detection very difficult. Property inspections target all areas of a property where possible, with a particular focus on stockyards, haysheds, silos, gardens, dams and creek crossings where high priority weeds are more likely to have been introduced deliberately or inadvertently. 1600 property inspections per annum are required to ensure Council's Weeds Action Program targets are met. While Council's inspection program has typically focused on larger properties where Serrated tussock, African lovegrass and other widespread weeds cause problems, more recently the Weeds Action Program has placed a greater emphasis on new and emerging weeds, many of which are more likely to be found on smaller, residential and peri-urban properties. Greater inspection numbers are being achieved as a result.

Last Updated: 29-Mar-2023


OP Action Title: 7.4.1.2 Review Local Weed Management Plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	90%	100.00%	 GREEN

OP Action Progress Comments: The South East Regional Strategic Weed Management Plan was reviewed by the South East Regional Weeds Committee during 2022. The Regional Plan has been sitting in the minister's office awaiting approval since December 2022. The Snowy Monaro Region Local Weed Management Plan 2023-2027 has been reviewed and aligned with the Draft Regional Plan. The Local Plan is currently being circulated amongst staff for feedback; however cannot be released for public consultation until publication of the Regional Plan. Both plans are based on a scientifically based Weed Risk Assessment model.

Last Updated: 29-May-2023


OP Action Title: 7.4.1.3 Regional and local priority weeds are treated on roadsides in accordance with Local Weed Management Plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	In Progress	01-Jul-2022	30-Jun-2023	95%	95.00%	 GREEN

OP Action Progress Comments: Council's weed control program got off to a late start due to poor weather conditions and excessive vegetative growth. An early grassy weed run is typically undertaken in October/November to clean up weeds missed in the previous year; however the poor conditions seen this opportunity missed in many areas. As at 29 March 2023, contractors and staff have completed the woody weed run and have commenced the Autumn grassy weed run. In many areas, grassy weeds, in particular African lovegrass have succumbed to the dry conditions and are unable to be effectively controlled using Glyphosate alone. The Biosecurity team sought grant funding for the purchase of 6 drums of Taskforce as supplies were drying up. Some of this herbicide is being utilized now to achieve some control. Remaining stocks will be retained until spring when the current vegetative growth will have subsided and more effective control will be achieved. \$115,800 in Crown land weed control grants were received on 17 February 2023 and work is nearly completed.

Last Updated: 29-May-2023

OP Action Title: 7.4.1.4 Contractors engaged in three year contracts

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	 GREEN

OP Action Progress Comments: Contracts were awarded in 2021-2022 to five local weed control providers throughout the Snowy Monaro Region. Contracts were awarded on a three year basis to ensure efficiency and security for both parties involved. These contractors are detailed below, along with their 2022-2023 contract value. Contracts are awarded in accordance with Australian Standard (AS) 4905 - 2002 Minor Works contract conditions.


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Northern Region - Buckleys Weedspraying and Contract Fencing - \$127,205
Eastern Region - Rippers Rural services - \$76,735
South East Region - Rippers Rural Services - \$96,820
Southern Region - Stones Forestry Contracting - \$109,180
South West Region - Buckleys Rural services - \$190,035
North West Region - Byrne Rural contracting - \$117,420

Last Updated: 01-Dec-2022


OP Action Title: 7.4.1.5 New Biosecurity Officers are trained in implementation of the Biosecurity Act

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

OP Action Progress Comments: No new Officers were appointed to Council's Biosecurity team during the reporting period. All existing Officers are trained in a number of compulsory Biosecurity courses, including introductory Biosecurity training, chemical accreditation, Self Enforcement Infringement System training and senior first aid training. During July 2022 Cooma hosted NSW Department of Primary Industries during a two day Prohibited matter identification course. Staff from Snowy Monaro Regional Council, Queanbeyan Palerang Regional Council and Eurobodalla Council were in attendance. During August 2022 two Biosecurity Officers completed Compliance and Regulatory training. The last two officers will receive this training in August. Two staff members were assigned to the Varroa mite emergency response effort during the period August-November. The emergency response was fully funded by NSW Dept of Primary Industries and provided staff with a significant training opportunity. All staff received training on the identification and control of Alligator weed during December and biological control training in February. .

Last Updated: 29-Mar-2023

OP Action Title: 7.4.1.6 Review pesticide notification plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Biosecurity	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: Council's Pesticide Use Notification Plan identifies how and when Council will notify the community of pesticide usage on land under its management. The Plan was developed in 2018 and has a statutory review period of 5yrs. During the reporting period the plan was reviewed and published on Council's website with a further review scheduled for 2027.

Last Updated: 26-Oct-2022

Building Certification

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 1.1.1.1 Undertake assessment applications, and certification of Construction Certificates and Complying Development Certificates						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: All applications undertaken in line with legislative requirements. 1 application was received for Complying Developments, and a total of 6 Construction Certificates were approved. <i>Last Updated: 29-May-2023</i>						

OP Action Title: 1.1.1.2 Assess Building Information Certificates						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: All building information certificates assessed in line with legislated requirements. 2 applications were lodged for assessment during the April reporting period. <i>Last Updated: 29-May-2023</i>						

OP Action Title: 1.1.2.1 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 %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: Customer service enquiries undertaken in line with legislative requirements and within Council's Customer Service Charter. Correspondence done via email, letter or phone whichever is preferred by the applicant <i>Last Updated: 29-May-2023</i>						

OP Action Title: 1.1.2.2 Undertake mandatory inspections for Construction Certificates						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Building Certification	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: All mandatory inspections undertaken within 48 hours of request via phone or email. Inspections undertaken at applicants convenience where booked within acceptable timeframe. Inspections also undertaken within 48 hours where possible and where officer agrees. <i>Last Updated: 29-May-2023</i>						






Cemeteries





OP Action Title: 3.2.1.1 Prepare and lodge annual Interment Activity Return to Cemeteries and Crematoria NSW to ensure regulatory requirements are met						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

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Coordinator Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
OP Action Progress Comments: All data collected and submitted to Cemeteries and Crematoria NSW on time. <i>Last Updated: 30-Sep-2022</i>						
OP Action Title: 3.2.1.2 PROJECT: Catalogue all known interments at Council's Cemeteries						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: All internments are recorded and stored in Council's database. Council recorded 4 interments for the month of May 2023. <i>Last Updated: 25-May-2023</i>						
OP Action Title: 3.2.1.3 PROJECT: Catalogue all known reservations and available burial plots at Council's Cemeteries						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: All reservations are recorded and stored in Council's database. Seven reservations were recorded in the month of May 2023. <i>Last Updated: 25-May-2023</i>						
OP Action Title: 3.2.2.1 Cemeteries are maintained as per Cooma Cemetery Contract and remaining cemeteries maintenance schedules						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: We are entering the cooler months. This will reduce the growth at our cemeteries. <i>Last Updated: 29-Mar-2023</i>						
OP Action Title: 3.2.2.2 Cemetery Advisory Committee meets are held as per committee charter						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
OP Action Progress Comments: The last meeting for the Cemetery Advisory Committee for this financial yeas was completed on 01 May 2023. <i>Last Updated: 25-May-2023</i>						
OP Action Title: 3.2.2.3 PROJECT: Develop a project management plan for the establishment of the new Cooma Cemetery						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: Council's cemetery team has met with the project management team to discuss the scope of works required to develop a project management plan. Planning work has also been undertaken to extend the life of the existing cemetery. This will open up an additional 15 years of burials.</p> <p>We are hoping to commence ground works in the coming months. A draft project management plan was prepared for the works to be undertaken at the existing cemetery in Cooma.</p> <p><i>Last Updated: 02-May-2023</i></p>						
Development Assessment						
OP Action Title: 1.1.1.3 Assess and determine many different types of Development Applications other than residential development, such as subdivision applications and commercial developments in compliance with legislative requirements including Council's Local Environment Plans, Development Control Plans and State Planning Policies						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Built & Natural Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: In the period 20/04/2023 to 19/05/2023 28 Development Applications were determined. Of the 33, 7 were for non-residential uses. Of these DAs, 43% were completed within 40 days which is below the 50% target for these application types. The majority of the applications were for subdivisions which have taken time to assessment and have sufficient information to determine the application in consultation with the applicants. The assessment of these applications was undertaken in accordance with required legislation.</p> <p><i>Last Updated: 29-May-2023</i></p>						
OP Action Title: 1.1.3.1 Assess and determine residential development applications in compliance with legislative requirements including Council's Local Environment Plans, Development Control Plans and State Planning Policies						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Built & Natural Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: In the period 20/04/2023 to 19/05/2023 28 Development Applications were determined. Of the 33, 26 were for residential uses. Of these DAs, 73% were completed within 40 days which is above the 70% target for these application types. The assessment of these applications was undertaken in accordance with required legislation.</p> <p><i>Last Updated: 29-May-2023</i></p>						
OP Action Title: 1.1.4.1 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 %
Manager Built & Natural Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: In the period 20/03/2023 to 19/0/2023, No Property Information Requests were issued during the reporting period which exceeds the target of 70% for these application types. The planning staff continue to provide feedback and advice to customer enquiries over the phone, via email and face to face within the time frames stipulated by the customer service charter.</p>						


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The decrease in the number of PIRs is due to Council now providing written advice on the 10.7(2)&(5) certificates, this is balance by an increase in the number of these types of certificates issued. The change in how Council is providing property advice is consistent with best practice. Property Information Requests are still available to customers to request copies of development documents or view information on property files (under the provisions of the Environmental Planning and Assessment Act 1979).

Last Updated: 29-May-2023


OP Action Title: 1.1.5.1 Council is required to upload data to the NSW Planning Portal for State Government Reporting to contribute towards state statistics and to report on Council's individual performance in relation to the assessment of development applications

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Built & Natural Environment	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: All required returns are up to date. The Department of Planning and Environment have requested Local Development Performance Monitor (LDPM) Data to be submitted for the 2020/2021 financial year. This information has not been required to be submitted since 2020 due to the implementation of the NSW Planning Portal. In their email to NSW Councils DPE have stated that "The decision to collect the LDPM data for the previous financial year 2020-21 has been given careful consideration and will be done to ensure that there are no gaps within the dataset as we transition the reporting mechanism to the NSW Planning Portal." The 2020/2021 report was submitted by the due date 1/12/22.

Last Updated: 30-Jan-2023


OP Action Title: 1.1.6.1 Assess Planning Certificates

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Built & Natural Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: In the period 20/04/2023 and 19/05/2023 - 189 Property Certificates were issued. The breakdown of these certificates was as follows: 62 Drainage Diagrams, 127 Planning Certificates 10.7(2), 32 Planning Certificates 10.7(2) & (5), 0 - Outstanding orders and notices certificates. Work is currently underway to create a report to determine the actual business days for processing of these applications in order to accurately report on the percentage of applications that are being processed within 10 days of receipt of payment.

Last Updated: 29-May-2023

OP Action Title: 1.1.7.1 Assess S138 Applications and provide Development Engineering Services

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Built & Natural Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: In the period 20/04/2022 and 19/05/2023 1 s138 approvals under the Roads Act were issued. The approval was issued within 40 days upon receipt and therefore meets required timeframes. The development engineering staff have provided advice within the requirements of the customer service charter.

Last Updated: 29-May-2023

Public Health & Environment

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Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

OP Action Title: 2.2.1.1 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 %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments: Council's consultant Environmental Health Officer has moved through 55% of our food premises. Routine assessments will recommence in December 2022 and continue through to June 2023, excluding complaints.

Council has recently appointed a new Environmental Health Officer. The program of inspecting Food Premises will recommence in February 2023.

Council will be visiting all food premises to introduce the new Environmental Health Officer, hand out food hygiene information calendars and risk assess the premises.

May 2023

Council's Environmental Health Officer will be undertaking inspections of the food premises which only open in winter. These businesses open in early June.

Council's new Environmental Health Officer has been undertaken food assessments. The program is on target to complete all of the initial inspections before the start of the winter ski season.

Council’s new Environmental Health Officer recommended food assessments in February which continued through March 2023. We have now reached 90% inspected which puts us in an excellent position as we enter the last quarter.

Last Updated: 25-May-2023

OP Action Title: 7.1.1.1 Undertake routine inspections of On-Site Sewage Management System inspections a per adopted program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	80%	92.00%	<div><div></div><div></div><div></div></div> AMBER

OP Action Progress Comments: The program rotates through the former local government areas using a risk based approach, with high - medium risk properties being assessed once in every three years and low risk once in every five years.

Council has hired an Environmental Officer (OSSM). The inspections of the onsite sewage management systems have concentrating on change of ownership and requests coming in from conveyancers for the future sale of premises.

May 2023

Council has appointed a new OSSM officer. They have been focusing on premises which are being sold. This has allowed them familiarise themselves with the operation of onsite sewage systems in our region. The inspection program will recommence in earnest in mid June.




Last Updated: 25-May-2023





OP Action Title: 7.1.2.1 Undertake routine inspections of Liquid Trade Waste systems





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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	25%	92.00%	 RED
<p>OP Action Progress Comments: Council has two vacant Liquid Trade Waste Officer positions. Both positions continue to be vacant. The positions were advertised for the fifth time in February 2023. Interviews are being held in early April. A new Backflow Prevention and Liquid Trade Waste Officer was appointed in April and will commence work with Council in 01 May 2023. The inspection program will recommence in June, with a focus on education and gathering of intelligence on the level of compliance.</p> <p>May 2023</p> <p>Council's new Backflow Prevention and LTW Officer has been working through all of the currently licenced devices. We are working on a new implementation program which will place the responsibility for maintenance and provision of receipts and certificates at regular intervals to Council back onto the owner of the LTW licence. This will allow Council to focus on non-compliant premises.</p> <p>Council's new Backflow Prevention and LTW Officer will be accompanying Council's Environmental Health Officer during the inspection of the food premises that are only open in winter.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 7.1.3.1 Responding to environmental complaints						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: Council followed up eight environmental incidents during May 2023. There is still an open investigation on a matter where Council is still receiving evidence pertaining to the alleged offences.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 7.2.2.1 Respond to 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 %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: Council responded to five illegal dumping incidents during May 2023. Upon investigation no evidence apparent for issue of infringement notices for the three matters. All matters were report on RIDonline.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 9.2.1.1 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 %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: Routine water samples are being undertaken on a weekly basis. No boiled water alerts were issued for the month of May 2023 <i>Last Updated: 25-May-2023</i>						
OP Action Title: 9.2.3.1 PROJECT: Develop a backflow prevention policy, procedure and implementation strategy for the region						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: Planning works have commenced for the development of a backflow prevention policy and procedure. A draft policy and procedure is currently being edited. The document will be finalised in early 2023. The document will be revisited and finalised in May and June following the appointment of the Backflow Prevention and LTW Officer. May 2023 Following the appointment of a new Backflow Prevention and Liquid Trade Waste Officer they have recommenced the project of reviewing the updating Council's policy and procedures for the operation of Backflow prevention devices. The document is approaching its final draft. <i>Last Updated: 25-May-2023</i>						
Rangers						
OP Action Title: 13.2.5.1 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 %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: Rangers respond to all issues relating to stock being out. Three incidents were responded to in May 2023. <i>Last Updated: 25-May-2023</i>						
OP Action Title: 13.2.5.2 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 %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
OP Action Progress Comments: During the May 2023 reporting period 13 calls were received and all were responded to and recorded in Councils' after hour log. <i>Last Updated: 25-May-2023</i>						
OP Action Title: 13.2.6.1 Undertake companion animal management with the management of microchipping, registration and impoundment of dogs and cats to ensure compliance with the Companion Animals Act						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: Council's Rangers seized 8 dogs and 1 cat in the month of May 2023. Five of the dogs were returned to their owners. Council has on dog still in our care. Two of the dogs were dangerous / menacing breeds which could not be legally rehomed and owners did not want them. The cat was rehomed to a rescue agency. Council established a program with the Department of Corrections where dogs are taken into care to support a rehabilitation program being undertaken by trusted inmates.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 13.2.7.1 Undertake routine parking patrols						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN
<p>OP Action Progress Comments: Patrols were undertaken in May with infringements and educational material being used to change behaviour.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 13.2.7.2 Undertake patrols of unlawful camping within leased foreshore area around Lake Jindabyne throughout winter period						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p>OP Action Progress Comments: Council completed the ski season parking and camping patrols for Jindabyne in first week of October. During the season 1319 interactions were recorded. With 779 cautions and 540 infringement notices were issued during these patrols.</p> <p><i>Last Updated: 24-Oct-2022</i></p>						
OP Action Title: 13.2.7.3 PROJECT: Develop and implement a community education program to improve parking habits of motorists in the region						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Public Health and Environment	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
<p>OP Action Progress Comments: Rangers have completed ten parking fliers and are now using them as part of their regular patrols to educate the community on the parking rules.</p> <p><i>Last Updated: 25-Jan-2023</i></p>						
Community Services						
Community Facilities						
OP Action Title: 12.2.1.1 Cooma saleyards are available for local and regional use						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Facilities	In Progress	01-Jul-2022	30-Jun-2023	67%	92.00%	 AMBER
OP Action Progress Comments: Cooma had three sales in the month of March 2023 which was the largest sale period since pre-COVID. <i>Last Updated: 04-Apr-2023</i>						
OP Action Title: 12.2.1.2 PROJECT: Review the provision of Saleyard services						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Facilities	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER
OP Action Progress Comments: The Bombala Holding Yards EOI has closed with one response received. There will also be an EOI for Comma Saleyards with reports aimed to be presented at the May Council meeting. <i>Last Updated: 04-Apr-2023</i>						
OP Action Title: 12.2.2.1 Council owned truck washes are available for use						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Facilities	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
OP Action Progress Comments: Truckwash number 2 has the electrical matters addressed and is operational. There are other matters related to drainage that are being assessed in the coming month. <i>Last Updated: 27-Apr-2023</i>						
OP Action Title: 12.2.2.2 PROJECT: Review the future direction of the Bombala Truck Wash						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Facilities	Ongoing	01-Jul-2022	30-Jun-2023	-	90.00%	-
OP Action Progress Comments: The Truckwash for Bombala was contained in the EOI for the Holding Yards - no responses were received for this operation, only the Holding Yards. No further updates are available at this time. <i>Last Updated: 04-Apr-2023</i>						
OP Action Title: 12.4.1.1 Swimming pools are available and open to the community						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Coordinator Community Facilities	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
OP Action Progress Comments: All Pools closed by end of March 2023. The works required for the 2023/2024 season have been identified. <i>Last Updated: 04-Apr-2023</i>						
OP Action Title: 12.4.1.2 PROJECT: Tender for the operation and management of Council's swimming pools						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Facilities	In Progress	01-Jul-2022	30-Jun-2023	20%	80.00%	 RED
OP Action Progress Comments: Due to the upgrade of Bombala and Cooma Pool, this process has not yet begun as we do not have a specific timeframe when works will commence and conclude. We will tender for the operation and management of Cooma and Bombala Pools for the 2023/2024 season only. The tender brief is in the process of being drafted. <i>Last Updated: 27-Apr-2023</i>						
OP Action Title: 12.4.1.3 PROJECT: Jindabyne Pool Roof and HVAC Upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	80%	90.00%	 AMBER
OP Action Progress Comments: Status - Block walls have been core filled, Culum investigation is underway Critical Issues - Time has extended to 2-7-2023 due to latent conditions Risks - Inclement weather Next Step - Continue monitoring the program of works Budget - Remaining contingency should be adequate for the latent conditions. Communication - The COO, CSO, MCP and the community (via COMMs) have been regularly updated. <i>Last Updated: 22-May-2023</i>						
OP Action Title: 12.4.1.4 PROJECT: Develop a Pool Strategy for the region						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	Not Started	01-Jul-2022	30-Jun-2023	0%	80.00%	 RED
OP Action Progress Comments: A Pool Strategy is not yet funded yet funding for this is being explored through grants. Funding is still being sought. <i>Last Updated: 04-Apr-2023</i>						
OP Action Title: 2.2.2.1 Council Caravan Parks are open and available						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Coordinator Community Facilities	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: All Council Caravan Parks were open and available in April. Newbook is proving to be successful with Council having a clear picture accessible to key personnel of upcoming bookings.</p> <p><i>Last Updated: 27-Apr-2023</i></p>						
OP Action Title: 2.2.2.2 PROJECT: Review operation and leasing arrangements of caravan parks and camping grounds						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Facilities	In Progress	01-Jul-2022	30-Jun-2023	50%	75.00%	 RED
<p>OP Action Progress Comments: A set of procedures are being developed to support Council in the consistent operation of Caravan Parks including leasing of these. This project has just commenced.</p> <p><i>Last Updated: 04-Apr-2023</i></p>						
Community Support Program						
OP Action Title: 1.2.2.1 Coordinate and mentor the Snowy Monaro Youth Council to provide young people with the opportunity to develop leadership skills						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Youth Capacity Building	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: The April School Holiday Programs as well as Youth Week were well received. Have conducted surveys to gain a greater understanding of what Youths would like to see in the next school holiday program. This year Youths were taken to Merimbula and Canberra on a bus trip that was really well attended by Youths in the region as well with a day out at Cooba. 130 Youths were engaged at Bombala High School for Youth Week, 200 at JCS and 300 at Monaro High School - this has been a great opportunity to speak to Youths about Council's programs and speak of other Youth Programs in the region such as the YMCA.</p> <p><i>Last Updated: 27-Apr-2023</i></p>						
OP Action Title: 1.2.2.2 Provide Youth Services in collaboration with other providers						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Youth Capacity Building	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER
<p>OP Action Progress Comments: The Ryder Trailer is making great progress in being built. Council is actively involved in the specific design and construction to ensure that it is practical and easy to use with the aim to enhance and expand our service provision. Services continue to be delivered across the region in partnership and collaboration with service providers, schools and other organisations. Council maintains an active position in community forums, events and other activities.</p> <p><i>Last Updated: 25-May-2023</i></p>						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

OP Action Title: 1.2.2.3 PROJECT: Review Youth Strategy 2023-27						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	20%	20.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: This project has commenced with the project identified in the 23/24 Operational Plan for completion						
Last Updated: 26-May-2023						

OP Action Title: 2.1.1.1 All service streams under the Commonwealth Home Support Programme are provided to the community						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Support Programs	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: Services continue to be delivered in accordance with our service agreement despite not met findings in the recent accreditation audit. The Plan for Continuous Improvement (PCI) is being actioned with diligence.						
Community Connections Groups continues to provide a variety of outings and centre based activities with attendance numbers steadily increasing including a number of new participants. A Biggest Morning Tea was held this week at the Werri-Nina Centre, raising vital funds for those impacted by cancer.						
Australia’s annual celebration of volunteering, National Volunteer Week was held 15 – 21 May 2023. The theme for this year was “The Change Makers”, a celebration of our power to drive change and ensure volunteering is inclusive of all members of the Australian community. Community Connections Groups recognised the service of volunteer Julie Jamieson, who has provided countless hours of support to group activities over many years, and new volunteer Peter Williamson who has recently come on board during National Volunteer Week, with a certificate and small gift as a token of our appreciation.						
Meals on Wheels (MOW) is still the process of sourcing an alternative provider for the weekly hot meals offered. The frozen meals offered are showing to be popular due to now having additional options through the two separate suppliers that we are now using.						
We have seen an influx of requests coming though for Home Modifications. There is now a second Occupational Therapist at Community Health which has increased the referrals we are receiving for the Home Modifications. We are still sourcing additional contractors to support this influx and are able to respond to our needs for additional quotes for approval and facilitating approved works.						
Last Updated: 25-May-2023						





OP Action Title: 2.1.2.1 Maintain governance in the delivery of community services						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: The next meeting is in June 2023, meeting deferred from May by Community Services Manager - Bianca Padbury						
Last Updated: 25-May-2023						

OP Action Title: 2.1.2.2 Deliver high quality services through community support programs						
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Community Support Programs	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: We have received the Notice to Remedy Non-Compliance from the Aged Care Quality and Safety Commission. The direction given requires all tasks prescribed in the PCI, must be completed by 13 November 2023. The Community Support Programs Team are on track to meet the deadline directive given by the Commission.</p> <p>We have commenced using an online program called Moving on Audits (MOA), to document our PCI. This program allows the team to input progress notes for the tasks that they have been allocated. These progress notes show active progression to completing tasks that are required to ensure compliance with the standards.</p> <p>Fortnightly meetings with the Aged Care Quality and Safety Commission have been scheduled, to discuss our active progression with the PCI.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 4.3.1.1 Maintain Community Transport service provision through the ongoing recruitment and retainment of volunteer drivers						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Community Transport Bookings Officer	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
<p>OP Action Progress Comments: Looking to recruit more Volunteer Drivers over coming months to support the program throughout Cooma, Berridale and Jindabyne areas. We have commenced the on boarding process for two new Volunteer Drivers for the Community Transport network. One Volunteer is from Bombala and will support servicing the Bombala area. The other Volunteer is from Cooma, and will support servicing the Cooma and wider area. We are going to facilitate training for these two new Volunteer drivers during June, once all of the on boarding is complete and the checks have been completed.</p> <p><i>Last Updated: 25-May-2023</i></p>						
Library Services						
OP Action Title: 12.1.1.1 Continue to provide and maintain the highly successful Tech Savvy sessions for our seniors to fill an education gap						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Library Services	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
<p>OP Action Progress Comments: In May we completed all of our Tech Savvy Classes across the region for this year.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 12.1.1.2 Face to Face Library Services are provided						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Library Services	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

Snowy Monaro Regional Council (SMRC)


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OP Action Progress Comments: We held 25 Programs in May across the region including National Simultaneous Storytime and Giggle and Bounce Programs.

Last Updated: 25-May-2023

Residential Aged Care


OP Action Title: 2.1.3.1 Maintain service levels and customer satisfaction in accordance with Aged Care Quality Standards

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: We have updated our continuous improvement plan as part of our commitment to quality. Updates to this follows improvement suggestions and opportunities to self-reflect on what could be done differently.

Last Updated: 30-May-2023

OP Action Title: 2.1.3.2 PROJECT: Transition to a new provider of Aged Care Services within the region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2022	30-Jun-2023	90%	100.00%	 GREEN


OP Action Progress Comments: The conversation relating to divestment is continuing to occur as a means to conclude the period of engagement.

Last Updated: 30-May-2023

Infrastructure

Civic Maintenance

OP Action Title: 12.4.2.1 Maintain high priority, high use parks, sporting facilities, trails and other grounds

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	 GREEN

OP Action Progress Comments: 2023/03/02 -Jindabyne Foreshore investigation into remediation funding still underway with damage logged in recovery and the DRFA approached. Minor works and make safe actions carried out and more planned as the team transitions from full mowing to other works. Maintenance attention has been on showground's in readiness for events and Local shows coming up in March, the team have delivered high quality results with difficulties such as multiple mower breakdowns due to all machines pushed to the limit with such a high growth summer.

2023/03/31 - a high growth summer has seen most high priority ovals mown twice a week. Mowing has slowed to once a week at these sites with the first frosts slowing mowing even further. Gabba cricket pitches have been lifted out of both Bombala and Jindabyne fields, top dressed and turfed. Fertilization of Rotary oval Cooma and Jindabyne oval is been complete to help turf bounce back for winter sports after being cut short for cricket.

Emergent works along Jindabyne foreshore shared pathway to further clean up accessibility will be done next week before Easter, minor debris clean up will follow Easter. Arborist engaged to provide tree assessment for the area which will determine scope application to be funded by DRFA.

Snowy Monaro Regional Council (SMRC)


Action and Task Progress Report- Standard

Clean up and presentation of all Towns and villages for Easter are of high priority, along with presentation for large events such as Snowy classic and Landrover event. Corrella vandalism in Cooma Centennial park is posing a major challenge for the team .

25/05/23 - Teams have marked ovals for winter sports, Jindabyne and Rotary have fertilized to help recover after short mowing for the cricket season and to endure a predicted high impact winter sport season. recurring light outages are arising regularly, trying to find solutions with minimal cost, products are not readily available. Tree program is underway within towns and villages, some emergent work has been carried out on the foreshore. winter maintenance of playgrounds is under way with pressure cleaning, and replacement parts being sourced.

Last Updated: 25-May-2023


OP Action Title: 12.4.2.2 To develop a MOU between Council and Volunteer Trail Stewardship

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	Not Started	01-Jul-2022	30-Jun-2023	0%	83.00%	 RED

OP Action Progress Comments: 2023/03/02 This arrangement will now be tabled in the new year, after further discussions with trail management bodies and be guided by the trail master plan recommendations

Last Updated: 02-Mar-2023

OP Action Title: 12.4.2.3 Seek additional funding/sponsorship for ongoing maintenance


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	30%	87.50%	 RED

OP Action Progress Comments: Grants are being investigated for upgrades - nothing further to report

2023/02/06 - Fees and charges have been added for commercial users and events of the MTB trails. If adopted by Council, these fees will help towards future maintenance of the trails. Other recommendations of the Trail master plan still to be investigated.
No further update

Last Updated: 25-May-2023

OP Action Title: 12.4.2.4 PROJECT: Investigate Highview Park Jindabyne

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	90%	100.00%	 GREEN

OP Action Progress Comments: 2023/03/02 - Finance to determine exactly the amount sitting in contributions for High view t shirt park, These funds to be invested in Environmental, and Aboriginal heritage report to determine what parameters the site has. Potential stewardship site- still to be investigated. Project Management plan to be drafted by Corporate projects and Supervisor Civic maintenance. Once complete, this project will move into the Corporate Projects agenda to seek community feedback and funding for delivery.

No further update

Snowy Monaro Regional Council (SMRC)

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Last Updated: 31-Mar-2023

OP Action Title: 12.4.2.5 PROJECT: Formalise a Playground Inspections Program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	80%	92.00%	<div><div></div><div></div><div></div></div> AMBER

OP Action Progress Comments: 2023/03/02 - Refining processes and ordering broken materials.
2023/03/31 no further update

Last Updated: 31-Mar-2023

OP Action Title: 2.2.3.1 Maintain amenities throughout the region

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Supervisor Civic Maintenance	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments: 2023/03/02 - Pump outs of Dalgety septic, scheduled and completed before Dalgety show, to ensure capability of the system for large attendee numbers. damaged occurred at the Cooms Showground "Stallions" toilets with two broken doors after the Rodeo. Maintenance staff were able to make safe and secure before The Billy Kart Derby, a full replacement on schedule to be completed before Cooma Show. As per License agreement, indirect damage to be covered by the event organisers at the time of damage. Staff and their quick response enabled only a short closure of Bredbo public toilets when a user deposited a large amount of nappies through the system, causing a blockage , toilets were out of operation for no more than two hours, with a massive clean delivered in an amazing time frame.
2023/03/31- Pump out of septic system at Bredbo organized prior to Easter to help accommodate the Easter influx. Doors at the Cooma showground awaiting delivery and fitting. Minor repairs at Nimmitabel and Jindabyne toilets have been completed in a timely manner. Adaminaby public toilets have had some minor vandalism of door locks, however all will be rectified before the Easter busy period.

25/05/23 - awaiting steel gates for Nijong and Nimmitabel showground toilets to restrict unauthorized use, Cleanliness status being delivered. Large influx of Mountain bike riders has impacted Mt Gladstone amenities with much larger quantities of water requiring to be delivered to the site.

Last Updated: 25-May-2023





OP Action Title: 4.2.1.1 PROJECT: Delivery of combating antisocial behaviour and activating spaces under the NSW Grafitti Management Grant

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Supervisor Civic Maintenance	In Progress	16-Feb-2023	30-Jun-2023	30%	40.00%	 AMBER
<p>OP Action Progress Comments: Leadsun solar lights have been engaged with a new site review. Procurement of lights for the Jindabyne pathway is under negotiation. 12-14 lights with a spacing of 40m will allow for the pathway from the beginning of the path closest to Thredbo Terrace to Gippsland street to be installed. Delivery estimation 10-12 weeks. Awaiting final site review for speakers in Centennial park</p> <p>25/5/23 - Have received delivery of cages for light footings, scheduling to have these installed, still awaiting delivery of light poles. Technical evaluation of other ideas for the speakers.</p> <p><i>Last Updated: 25-May-2023</i></p>						
Land & Property						
OP Action Title: 12.1.2.1 Maintain Commonwealth DoHA parameters						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	85%	91.63%	 GREEN
<p>OP Action Progress Comments: May 2023: Progressive action and communication with the Commonwealth in place to ensure SRHC alignment with DoHA parameters.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 12.1.2.2 PROJECT: Operate and maintain Council owned, public civic building Snowy River Health Centre in accordance with DoHA requirements.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	 GREEN
<p>OP Action Progress Comments: Formation of Building Management Committee pending finalisation of subdivision arrangements and issue of updated 88B instrument. May 2023: Agreement Engagement progressing with new Practice Manager of JMP as to formation of Building Management Committee, which can be actioned once subdivision is finalised.</p> <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 12.1.2.3 PROJECT: Prepare a project plan for the stream lining of access to public and operational sites						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
<p>OP Action Progress Comments: May 2023: Task reframed - Completion of project plan targeted for December 2023, included in Draft DP/OP 23/24.</p> <p><i>Last Updated: 25-May-2023</i></p>						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 12.2.3.1 Commence development of policies and procedures						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Commencement of development of policies and procedures has been achieved - Draft Policy Property Interests, Acquisition & Disposal; Draft Procedure Council Land/Building Disposal; and Draft Disposal Form (Internal use only). Gap related to acquisition and disposal policy & process certainty identified; action taken - Drafts in development. Progressive assessment of gaps ongoing.						
Last Updated: 02-Mar-2023						
OP Action Title: 12.2.3.2 PROJECT: Conduct gap analysis identifying required Land and Property related policies and procedures, gaining an understanding of the policies and procedures to be developed						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: May 2023: Gap related to acquisition and disposal policy & process certainty identified; Action taken - Drafts in review prior to internal document control procedure being triggered. Progressive assessment of gaps ongoing.						
Last Updated: 25-May-2023						
OP Action Title: 12.2.4.1 Updating of legacy land ownership titles						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Land ownership titles being updated to SMRC progressively along with constant engagement in tidying up legacy land matters as issues become known. May 2023: Review of ownership title proprietor holding name details is progressive throughout 2022/23 as part of BAU.						
Last Updated: 25-May-2023						
OP Action Title: 13.2.8.1 Manage Crown Land under Council’s care and control, ensuring intended use is in accordance with the Plans of Management (PoMs)						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Crown Land management is a collaborative process, and the implementation of the mandated Plans of Management will assist Council to better guide the community expectations around these holdings. May 2023: Plans of Management are in development.						
Last Updated: 25-May-2023						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

OP Action Title: 13.2.8.2 PROJECT: Manage Crown Lands under Council care and control in alignment with relevant legislation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	 GREEN

OP Action Progress Comments: Particular focus on developing, internal and external awareness of legislative obligations related to Aboriginal Land Claims and Native Title, and the practical implications of these considerations when planning projects or activities on Crown Land, for which SMRC is the defined Crown Land Manager.
May 2023: Land & Property continue to work with community groups - such as local Landcare groups, Nimmitabel Lions Club, Snowy Mountains Amateur Radio Club etc - to support and guide awareness of the legislation aspects related to Crown Land.

Last Updated: 25-May-2023


OP Action Title: 13.2.9.1 Address high corporate risk road reserve alignments, prioritising issues identified by Notifiable Authorities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	 GREEN

OP Action Progress Comments: May 2023: Ongoing progressive response & investigation of road reserve alignment matters to triage actions and help shape solutions/treatment options.

Last Updated: 25-May-2023

OP Action Title: 14.2.1.1 Develop a Plan of Management for the East Jindabyne foreshore area in conjunction with Snowy Hydro Limited (SHL) and Jindabyne East Residents Committee (JERC)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	30%	92.00%	 RED

OP Action Progress Comments: Draft MOU of East Jindabyne Foreshore Plan of Management document is with SHL for input. Once SHL details have been received the Draft will be finessed internally to then be circulated to JERC for further review/comment. May 2023: SHL has significant competing priorities. Pending SHL feedback and to be perhaps further shaped by SAP directions related to this section of foreshore.

Last Updated: 25-May-2023

OP Action Title: 14.2.2.1 Land management issues are addressed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Land & Property	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	 GREEN

OP Action Progress Comments: Progressive and ongoing communication and consult between SMRC & SHL in play to cohesively enable best management practices for the multiple land holdings of joint interest to both organisations. May 2023: Negotiation of land related matters now in progress to enable EOC/RFS future construction.


Last Updated: 25-May-2023

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Roads Infrastructure


OP Action Title: 10.3.10.1 Undertake scheduled 2022/23 Transport Infrastructure Maintenance

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	83%	92.00%	 GREEN

OP Action Progress Comments: Transport Infrastructure Maintenance is currently ongoing. Emergency works through DRFA has slowed to focus on final repair works in the region.

Last Updated: 03-May-2023


OP Action Title: 10.3.12.1 PROJECT: Deliver externally funded projects through Transport for NSW and RMCC Agreement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	83%	92.00%	 GREEN

OP Action Progress Comments: Project Briefs for TfNSW Ordered works have been received by Council Development is currently. TfNSW Heavy Patching almost complete. RMCC Maintenance works for Quarter 4 works is currently underway.

Last Updated: 03-May-2023

OP Action Title: 10.3.12.2 PROJECT: Fixing Local Roads Round 3 - Upgrade of Mila Road

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER

OP Action Progress Comments: Tender has completed and currently in negotiations with tenderers. Project to be completed in 23/24 FY.

Last Updated: 29-Mar-2023

OP Action Title: 10.3.12.3 PROJECT: Fixing Local Roads Round 3 - Upgrade of Dry Plains Road

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	80%	92.00%	 AMBER

OP Action Progress Comments: 80% Designs Received, currently under review. Project to be completed in 23/24 FY.

Last Updated: 03-May-2023






Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 10.3.12.4 PROJECT: Fixing Local Roads Round 2 - Commence upgrade Avonside Road by sealing 6.1km's						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	80%	92.00%	<div><div></div><div></div><div></div></div> AMBER
OP Action Progress Comments: Tender awarded. Contractor to begin works in May. Project to be completed in 23/24 FY. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.12.5 PROJECT: Fixing Local Roads Round 3 – Upgrade of Shannons Flat Road						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	70%	90.00%	<div><div></div><div></div><div></div></div> AMBER
OP Action Progress Comments: 80% Designs received. Currently under review. Project to be completed in 23/24 FY. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.12.6 PROJECT: Fixing Local Roads Round 2 – Upgrade of Maffra Road						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	90%	95.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Contractors have been decided, major works to begin after winter. Project to be completed in 23/24 FY. <i>Last Updated: 29-Mar-2023</i>						
OP Action Title: 10.3.12.7 PROJECT: Fixing Local Roads Round 1 – Upgrade of Springfield Road						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Project Complete. <i>Last Updated: 29-Mar-2023</i>						
OP Action Title: 10.3.12.8 PROJECT: Safer Roads Program/R2R/Regional Road Block Grant – Numeralla Road						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
OP Action Progress Comments: Project Complete. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.12.14 PROJECT: Roads to Recovery – Quidong Road Re-sheeting						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	Not Started	01-Jul-2022	30-Jun-2023	0%	60.00%	 RED
OP Action Progress Comments: Quidong Road Re-Sheeting has not yet been undertaken. Council staff and contractors are currently at capacity undertaking road repairs. Resheeting of Quidong Road will be done once the risk of the road network lowers. <i>Last Updated: 30-Nov-2022</i>						
OP Action Title: 10.3.12.15 PROJECT: Roads to Recovery – Rainbow Drive Stormwater Upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	90.00%	 RED
OP Action Progress Comments: CCTV Investigation to be undertaken in May. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.12.23 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Jerrara Drive, East Jindabyne						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	80.00%	 RED
OP Action Progress Comments: Additional RFQ has been sent. Awaiting updated responses. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.12.24 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Bombala Street, Nimmitabel						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	80.00%	 RED
OP Action Progress Comments: Additional RFQ has been sent. Awaiting updated responses.						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

Last Updated: 03-May-2023

OP Action Title: 10.3.12.25 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Cooma North Public School, Mittagang Road, Cooma

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	80.00%	

OP Action Progress Comments: Additional RFQ has been sent. Awaiting updated responses.

Last Updated: 03-May-2023

OP Action Title: 10.3.12.26 Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Bombala Primary & High School, Bright Street

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	80.00%	

OP Action Progress Comments: Additional RFQ has been sent. Awaiting updated responses.

Last Updated: 03-May-2023


OP Action Title: 10.3.12.27 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Monaro High School, Mittagang Road, Cooma

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	80.00%	

OP Action Progress Comments: Additional RFQ has been sent. Awaiting updated responses.

Last Updated: 03-May-2023






OP Action Title: 10.3.12.28 PROJECT: Country Passenger Transport Infrastructure Grants Scheme - Bus shelter at Eucumbene Road/Kosciuszko Road, Kalkite

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	80.00%	

OP Action Progress Comments: Additional RFQ has been sent. Awaiting updated responses.

Last Updated: 03-May-2023

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 10.3.12.29 PROJECT: Construction new access road segment EOC Polo Flat, Cooma						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	10%	80.00%	<div><div></div><div></div><div></div></div> RED
OP Action Progress Comments: Budget allocated. Work to begin in 23/24FY. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.2.1 Undertake Council’s 2022/23 Heavy Patching Program						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	90%	95.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Additional works planned through RLRRP to repair damaged roads in the network. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.3.1 Undertake 2022/23 Gravel Resheeting						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	83%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Gravel resheeting is being completed under DRFA, LRCIP, RLRRP & Council funding. Road list allocated through RLRRP which is currently underway. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.5.1 Undertake Reactive Maintenance						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	83%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Repairs continue to be prioritised based on risk. Pothole fund and RLRRP contributing to road repairs. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.6.1 Undertake 2022/23 Footpath Renewals						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	50%	90.00%	 RED
OP Action Progress Comments: Scope of works ready to be submitted to Public Works Authority - to determine approvals of DRFA funded repairs to public spaces. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.7.1 Undertake 2022/23 Kerb and Gutter Renewals						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	20%	90.00%	 RED
OP Action Progress Comments: Investigations for Kerb and Gutter Renewal locations currently underway, <i>Last Updated: 29-Mar-2023</i>						
OP Action Title: 10.3.7.2 PROJECT: Eucumbene Cove - Stormwater Upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	20%	80.00%	 RED
OP Action Progress Comments: Investigations underway for this project. <i>Last Updated: 29-Mar-2023</i>						
OP Action Title: 10.3.8.1 Undertake 2022/23 Rural Culverts Renewals						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	10%	90.00%	 RED
OP Action Progress Comments: Investigations underway for culvert renewal locations. <i>Last Updated: 29-Mar-2023</i>						
OP Action Title: 10.3.9.1 Undertake 2022/23 Bridge Maintenance						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	83%	92.00%	 GREEN
OP Action Progress Comments: This financial year, 22 bridges have undergone maintenance work, inclusive of deck replacement work and repair to approach roads. Bridge signage also continues to be erected across the bridges in the region. <i>Last Updated: 03-May-2023</i>						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard

OP Action Title: 13.2.30.1 Development of Service Level Agreements for the Transport Network						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Infrastructure	In Progress	01-Jul-2022	30-Jun-2023	80%	100.00%	<div><div></div><div></div><div></div></div> AMBER
<p>OP Action Progress Comments: Council currently has tender out for the Towards Excellence package, to identify annual working requirements and subsequently formalising Service Level Agreements.</p> <p><i>Last Updated: 05-Feb-2023</i></p>						

Resource & Waste Services

Resource & Waste

OP Action Title: 14.2.3.1 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 %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Resource and Waste have an ongoing working relationship with various external stakeholders such as CRJO. Resource and Waste also engage with various other Council regions to enhance, educate and inform each other.</p> <p>Continuing to participate in external stakeholder meetings</p> <p><i>Last Updated: 02-Mar-2023</i></p>						





OP Action Title: 7.1.3.2 Maintain leachate, groundwater and stormwater management control systems						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	85%	82.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Ongoing throughout the year. Water testing will occur shortly at Adaminaby Transfer Station.</p> <p>During August, Jindabyne Landfill will also have water samples tested, along with Cooma Landfill testing water samples in December.</p> <p>Quarterly water samples are also taken from required licensed facilities throughout the year.</p> <p>Annual Water Report Due for Cooma Landfill in October 2022 (information is been gathered for this report ready for its submission, which is due early December 2022)</p> <p>Annual Water Report for Cooma Landfill was lodged early November.</p> <p>Continuation of water testing occurring as required.</p> <p>A local contractor in Bombala has been engaged to undertake restoration works of the storm water channels at the Bombala Landfill ensuring that storm water is channeled correctly away from the landfill site.</p> <p>Annual Water Report for Jindabyne Landfill submitted in May 2023.</p> <p>Continuation of water testing is occurring as required.</p> <p><i>Last Updated: 18-May-2023</i></p>						

OP Action Title: 7.1.3.3 Completion of annual Waste and Resource Reporting Portal (WARRP) and Environmental Protection Authority (EPA) reports						
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
<p>OP Action Progress Comments: Annual WARRP Report underway with expected completion in August. Annual EPA reports for the previous FY have been submitted. Water testing reports are due April and October</p> <p>As per EPA licensing requirements the Annual WARRP report and EPA reports are now complete and have been lodged</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 7.1.3.4 Variation of EPA Licence to Cooma Landfill - submit request for variation to licence for Cooma Landfill for the transport and acceptance of waste material from Jindabyne Landfill to Cooma Landfill for disposal						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	65%	92.00%	 AMBER
<p>OP Action Progress Comments: commencement of draft variations for EPL's is currently underway. Still ongoing working with the projects team to complete online request.</p> <p><i>Last Updated: 21-Mar-2023</i></p>						
OP Action Title: 9.3.1.1 PROJECT: Liaise with NSW EPA to develop a Remediation Plan for legacy landfill sites, in order of priority to prepare a rehabilitation plan						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	Completed	01-Jul-2022	31-Dec-2022	100%	100.00%	 GREEN
<p>OP Action Progress Comments: Council staff and EPA staff have undertaken site visits for four of the listed legacy sites, Council has received a report from the EPA listing the required action for each of these sites. It is a very favorable report with achievable actions.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 9.3.2.1 Continue to support the provision of recyclable materials for regional arts projects						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	87%	92.00%	 GREEN
<p>OP Action Progress Comments: Council continues to provide support for the provision of recyclable materials for regional art projects, council has not been approached by any art groups to date.</p> <p><i>Last Updated: 21-Mar-2023</i></p>						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 9.3.2.2 Continue to improve, stock and promote Council’s buyback facilities (ScrapMart)						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	88%	92.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Official opening of Bombala Scrapmart occurred on 19 November 2022. Operational hours of Bombala Scrapmart are Saturday 1.30pm-3.30pm and Sunday 11.00am - 3.30pm</p> <p>Community members are very much utilizing and enjoying all of the Scrapmart facilities across the region.</p> <p><i>Last Updated: 21-Feb-2023</i></p>						
OP Action Title: 9.3.3.1 Provide domestic and commercial waste, recycling and FOGO kerbside collection services						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Both domestic and commercial kerbside collection continue to be expanded and improved.</p> <p>More kerbside collections are occurring in the Jindabyne area with 1,200 plus bins collected each week.</p> <p>Domestic kerbside bins continue to be rolled out to new properties upon request.</p> <p>Collection services both domestic and commercial are continuing to be rolled out to new properties upon request</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 9.3.3.2 Investigate and review kerbside services and expand as needed						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Resource and Waste Services	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Ongoing discussions are being held and information sort from planning as to recent and future subdivisions and the impacts that these subdivisions will have on the waste collection teams across the LGA, with future planning for additional plant and staff which may be required to ensure that we are capable of meeting the kerbside collections requirements of our communities.</p> <p><i>Last Updated: 02-Mar-2023</i></p>						
OP Action Title: 9.3.3.3 Kerbside Waste Audit - Audit Council’s kerbside bins and public street bins. Waste Audits are an essential waste management tool which enable Council to understand how management of 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 %
Manager Resource and Waste Services	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: A kerbside waste audit was recently conducted across the region. The final report is still in process and will be received shortly.</p> <p>Draft report has been received, Council are now waiting on final report.</p>						
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Final report received, to be submitted to Council shortly.
Final report has been received for the kerbside waste audit
Council have engaged the consultants to undertake another waste audit for the Bank of Bins (rural residents) this report should be finalised by February 2023 and will give Council and indication of what materials are being disposed of by rural residents who utilise the BOBs
Bank of bins waste audit is now completed with a final report currently been reviewed.

Last Updated: 02-Mar-2023

Water & Wastewater

Water and Wastewater

OP Action Title: 11.1.1.1 PROJECT: Telemetry upgrades inc, new system implementation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	25%	80.00%	 RED

OP Action Progress Comments: Tender Documentation and project scoping completed
RFQ issued
Responses received and are under review.
Tender award scheduled for May 2023

Last Updated: 03-May-2023

OP Action Title: 9.2.2.1 Jindabyne Pump Station Overflow Pump Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	90.00%	 GREEN

OP Action Progress Comments: Pump station maintenance program is on schedule .

Last Updated: 03-May-2023





OP Action Title: 9.2.3.2 Undertake annual compliance reporting to NSW EPA

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Compliance Officer W&WW	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: On track for all annual reports. Bombala Water Treatment Plant was submitted in April 2023. Next report that is due is for Bombala Sewerage Treatment Plant which is due in July 2023.

Last Updated: 22-May-2023

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 9.2.4.1 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 and safety						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Compliance Officer W&WW	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: Potable water for the month of May 2023 met with compliance requirements.						
Last Updated: 22-May-2023						
OP Action Title: 9.2.4.2 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 %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: 2 water main breaks were recorded for the Month of April 2023. Service was returned to normal as soon as possible.						
Last Updated: 03-May-2023						
OP Action Title: 9.2.4.3 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 %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: 4 Unplanned water interruptions have been recorded in April 2023. We are on track with the required less than 50 interruptions per 1000 connections for the year.						
Last Updated: 03-May-2023						
OP Action Title: 9.2.4.4 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 %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> GREEN
OP Action Progress Comments: 25 water incidents (leaking service, faulty meters, aged assets) were reported in Cooma, Bombala and Snowy areas in April 2023. This was attended to in less than 4 hours average response time and resolved.						
Last Updated: 03-May-2023						
OP Action Title: 9.2.4.5 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 %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
OP Action Progress Comments: There was 0 dirty water complaints received in April 2023. We are on track with the required less than 20 complaints per 1000 connections for the year. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 9.2.4.6 PROJECT: Development of water mains replacement program						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN
OP Action Progress Comments: Completed <i>Last Updated: 27-Jan-2023</i>						
OP Action Title: 9.2.4.9 PROJECT: Cooma Water Treatment Plant raw water pump and variable speed drive upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	20%	20.00%	 GREEN
OP Action Progress Comments: Cooma WTP Upgrades Accomplishments & Completions 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. Critical Issues (including explanation of any deviations/variances from project plans) Nil Risks (and how you/we intend to address them) Nil Next steps Detailed Scope of Work Budget status (including any contracts/tendering/procurement) TBA Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc) Nil Public comms at this time <i>Last Updated: 03-May-2023</i>						
OP Action Title: 9.2.4.11 PROJECT: Construction of Bombala and Delegate Water Treatment Plants						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	50%	55.00%	 GREEN

Snowy Monaro Regional Council (SMRC)

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OP Action Progress Comments: Bombala/Delegate WTP – Tender Phase 100% complete Detailed Design 80%

Accomplishments & Completions

Construction has commenced on the civil components for Bombala.

Detailed design is still tracking well and on time.

Delegate land acquisition is ongoing.

Critical Issues (including explanation of any deviations/variances from project plans)

Nil

Risks (and how you/we intend to address them)

No identified risks that could affect project delivery

Next steps

Ongoing Civil works for Bombala & planning for Delegate

Budget status (including any contracts/tendering/procurement)


Budget is tracing well with no additions to SOW at this time.

Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)

Nil Public comms at this time

Last Updated: 03-May-2023


OP Action Title: 9.2.5.1 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 %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	 GREEN

OP Action Progress Comments: All sewerage incidents at the treatment plants as well as within the networks are responded to within 4 hours.

Last Updated: 28-Nov-2022

OP Action Title: 9.2.5.2 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 %
Compliance Officer W&WW	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: All sewage treatment plants are complying with the individual EPA licence requirements.

The following non-compliances have been reported to the EPA during the reporting period:

Bombala STP

Nitrogen exceedance of 90th percentile limit on 19 April (results received after the 20th April)

Snowy Monaro Regional Council (SMRC)

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Nimmitabel STP
Volume discharge exceedance 1st May & 9-10th May

Adaminaby STP
Faecal Coliform exceedance of the 90th percentile limit on 26th April 2023

Last Updated: 22-May-2023

OP Action Title: 9.2.5.3 Council repairs sewerage main breaks and chokes to maintain service delivery

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

 12 incidents have been reported in April 2023 in the Cooma, Snowy and Bombala areas. We are on track with the required less than 20 repairs/chokes per 100km per year.

Last Updated: 03-May-2023

OP Action Title: 9.2.5.4 Council monitors the total sewerage complaints in a year to obtain data for service improvement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	84%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

 There were 19 sewerage complaints received in April 2023. We are on track with the required less than 50 complaints per 1000 connections for the year.

Last Updated: 03-May-2023

OP Action Title: 9.2.5.5 PROJECT: Adaminaby Sewage Treatment Plant - construction

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	95%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

 Adaminaby STP – Construction 95% complete

Accomplishments & Completions
The Adaminaby STP is going through defect rectifications.
Critical Issues (including explanation of any deviations/variances from project plans)
Section 60 application has been submitted, waiting for approval to cut over to live sewer & commission the plant.
Risks (and how you/we intend to address them)

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Section 60 approval time.
Next steps
Continued defect resolution.
Budget status (including any contracts/tendering/procurement)
Budget is tracing well with no additions to SOW at this time.
Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)
Nil Public comms at this time

Last Updated: 03-May-2023

OP Action Title: 9.2.5.6 PROJECT: Jindabyne Town Centre - Sewer upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	 GREEN

OP Action Progress Comments: Accomplishments & Completions

Detailed design for the full project is at 50% complete.

- Funding for W&WW component is allocated
- Funding for the civil component is still to be sourced.

Critical Issues (including explanation of any deviations/variances from project plans)

Nil

Risks (and how you/we intend to address them)

Lack of funding for civil part of the project is required for full delivery

Next steps

Continued detailed design finalisation

Budget status (including any contracts/tendering/procurement)


Budget is unallocated at this time

Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)

Nil Public comms at this time

Last Updated: 27-Jan-2023

OP Action Title: 9.2.5.7 PROJECT: Kalkite Sewage Treatment Plant upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	35%	80.00%	 RED

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OP Action Progress Comments: Kalkite STP Upgrade - 35%

Accomplishments & Completions

Options report has been issued in draft to DPIE with meetings scheduled for late May.

Funding for some of the works has been granted by State now.

The design for the electrical upgrades has been completed and is going through the approvals process for the electricity supplier.

Flow meters to record accurate inflow data have been completed.

Critical Issues (including explanation of any deviations/variances from project plans)

Nil

Risks (and how you/we intend to address them)

Construction costs may be higher than anticipated due to the steepness of the terrain

Next steps

Continued work on the options study.

Budget status (including any contracts/tendering/procurement)

Design costs came in under budget.

Key items for Communication (Stakeholder Meetings etc, date for DA's on public exhibition etc)

Nil Public comms at this time

Last Updated: 03-May-2023

OP Action Title: 9.2.5.8 PROJECT: Kalkite Sewage Treatment Plant electrical upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Water Wastewater Operations	In Progress	01-Jul-2022	30-Jun-2023	95%	91.63%	 GREEN

OP Action Progress Comments: The design for the electrical upgrades has been completed and is going through the approvals process for the electricity supplier.

There has been some additional requirements from the electricity supplier

New Transformer is specified and purchased. Due for delivery onsite June 2023

Last Updated: 03-May-2023



Strategy Portfolio

Corporate Projects

Corporate Projects

OP Action Title: 10.3.12.16 PROJECT: Adaminaby Long Vehicle and Truck Parking

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	20%	50.00%	 RED
<p>OP Action Progress Comments: Accomplishments & Completions: Still awaiting final design. Live Locates reports have been forwarded to the Engineer/Designer. Awaiting final design.</p> <p>Critical Issues: A) A Funding Agreement has not been forwarded to Council, despite initial statement from Dept of Regional NSW that it would be forwarded by July 2021. B) A request for extra funding has been made for all BLERF projects to account for the increase in costs.</p> <p>Risks: Possible future risks could include inability to secure contractor. To mitigate this risk the Request for Tender will bundle both parking areas into the one project. This may encourage a wider selection of tenders.</p> <p>Next Steps: Once final design has been received, a pre-tender estimate will be obtained. This will lead to a Request for Tender via vendor Panel.</p> <p>Budget Status: Within budget</p> <p>Key Items for Communications: Establishment of Project Engagement Group</p> <p><i>Last Updated: 17-May-2023</i></p>						
OP Action Title: 10.3.12.17 PROJECT: Bobeyan Road Upgrade Sealing Adaminaby to ACT Border						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	67%	92.00%	 AMBER
<p>OP Action Progress Comments: SVC Road Crew re-established on site and monthly meetings reestablished with SVC mgt. SMRC Undertaking Archaeology works, surveys, community/landholder consultation and acquisitions. Road Base production from the Shannon Flat Quarry under-way. DA to extend on quarry use underway. Neighbor approached and noted no concerns. Contractor for bridge construction selected and contracted. Contract awarded and bridge Design underway. SVC back on site. SP-1C vegetation clearing and earthworks nearing completion. Construction of bridge approaches to Jones Creek Bridge underway. Placing of pavement material from Shannons Flat stockpile ongoing. Blasting at various locations to achieve construction depth ongoing. (Now complete from Ashvale Rd to Shannons Flat Rd) Ashvale Rd to Jones Plains Rd earthworks 80% including Jones Creek Bridge approaches. Bridge construction programmed for this FY. Earthworks and Drainage works from Simonds Hill to Shannons Flat underway.</p>						
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Snowy Monaro Regional Council (SMRC)

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Placement of road pavement on completed subgrade ongoing.

Last Updated: 28-Mar-2023

OP Action Title: 10.3.12.18 PROJECT: Fixing Country Bridges Program - Cambalong Bridge, Cambalong Road Palarang - Environmental assessments determined, detailed designs approved and construction commenced.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

Geotechnical Investigations, survey and stakeholder consultation are underway.
Geotechnical Report complete.
Survey Report Complete.
Hydrology Report complete
Residents Register and notification Complete.
Initial site visit and discussions with fisheries and contractor undertaken.
Long hand placed rock, raised approach road across the floodplains identified as design issue to be considered.
RFT for D&C planned preparation June_2023

Proposed completion date December 2024

Last Updated: 28-Mar-2023

OP Action Title: 10.3.12.19 PROJECT: Fixing Country Bridges Program - Redcliffe Bridge, Cambalong Road, Palarang - Environmental assessments determined, detailed designs approved and construction commenced.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

Geotechnical Investigations, survey and stakeholder consultation are underway.
Geotechnical Investigations complete.
Survey Completed.
Hydrology Completed.
Temporary Bypass instillation underway.
Telstra Service relocation requested. (Telstra undertaking relocation of their assets.)
Residents Register prepared.
Bypass complete. TMP in place. Public notice via VMS boards & website operational.
D&C contract let.
Telstra Service relocation design & preparation underway.
100% Design submitted. Planned construction revised to June 2023.

Proposed completion Date Feb 2024

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Last Updated: 03-May-2023

OP Action Title: 10.3.12.20 PROJECT: Fixing Country Bridges Program - Cambalong 2 Bridge, Cambalong Road Cambalong - Environmental assessments determined, detailed designs approved and construction commenced.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	15%	15.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments:

Geotechnical Investigations, survey and stakeholder consultation are underway.
Geotechnical Investigations complete.
Survey RFQ complete
Hydrology RFQ underway.
Residents Register and notification under development.
Costing upgrades to Palarang Bridge deck in lieu of bypass construction.
Palarang Deck upgrade completed, with approaches sealed. Guardrail booked.
D&C RFT planned May 2023, following awarding of Redcliffe D&C.

Planned completion July 2024

Last Updated: 03-May-2023

OP Action Title: 10.3.12.21 PROJECT: Fixing Country Bridges Program - Darbys Gully Bridge, Old Bombala Road, Nimmitabel

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments:

Geotechnical Investigations, survey and stakeholder consultation are underway.
Geotechnical Investigations complete.
Survey RFQ awarded.
Hydrology RFQ prepared.
Willow removal RFQ awarded and planned
Residents Register and notification under development.
InQuik modular components ordered.
Council Bridge crew to undertake construction. (planned commencement May 2023)
Part 5 assessment underway.
Project Engineer/Surveillance officer awarded.
Design complete, and start construction programmed for March 2023.
Construction commenced 07th March 2023, - Pile driving 28th March 2023
InQuik formwork placed and concrete poured. Approach slabs under construction.

Planned completion Oct 2023

Last Updated: 03-May-2023

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OP Action Title: 10.3.12.22 PROJECT: Fixing Country Bridges Program - Black Flat Bridge, Black Flat Road, Williamsdale

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	 GREEN
<p>OP Action Progress Comments: Geotechnical Investigations, survey and stakeholder consultation are underway.</p> <p>Geotechnical Investigations complete.</p> <p>Site Survey Complete</p> <p>Hydrology RFQ prepared. (Advertised & closes 10/12/22)</p> <p>Telstra Service relocation requested. (Telstra undertaking relocation of their assets.)</p> <p>Residents Register and notification under development.</p> <p>InQuik Modules Ordered.</p> <p>Council Bridge crew to undertake construction. (Planned commencement Feb 2023)</p> <p>Part 5 assessment underway.</p> <p>Project Engineer/Surveillance officer awarded.</p> <p>Design underway.</p> <p>Design completed, Fisheries permit received.</p> <p>Construction commenced February 2023.</p> <p>Bridge complete with roadwork's underway.</p> <p>Currently proposed open to Traffic 10th April 2023.</p> <p>Approaches Sealed, Guardrail installed, Open to Traffic, traffic signage to be installed.</p> <p>Proposed Completion date: August 2023</p> <p><i>Last Updated: 03-May-2023</i></p>						

OP Action Title: 10.3.9.2 PROJECT: Ryrie Street Michelago Extension


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	01-Jul-2022	30-Jun-2023	60%	92.00%	 RED
<p>OP Action Progress Comments: Road design on new alignment complete.</p> <p>Booroomba Culvert Michaligo Road completed.</p> <p>Project awaiting UGL approval for work in rail corridor. UGL have advised they are at Round 2 of approvals with TfNSW. No date or time expectation provided (divestment of State owned land expected to take time.)</p> <p>Design & Construct contract awarded.</p> <p>Bridge design complete.</p> <p>UGL still processing purchase of railway land.</p> <p>Project on hold awaiting land purchase.</p> <p>Offsite production of Bridge Components has begun.</p>						

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Last Updated: 28-Mar-2023


OP Action Title: 10.3.9.3 PROJECT: Craigie Little Plains River Bridge Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	Completed	01-Jul-2022	31-Jul-2022	100%	91.63%	 GREEN

OP Action Progress Comments: Complete

Last Updated: 06-Feb-2023


OP Action Title: 10.3.9.4 PROJECT: Deep Creek Bridge Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: Bridge Construction Completed and open to traffic.
Additional works on approach roads under-way to improve safety and driving comfort..
Contractors engaged for approach road for Pavement upgrade, Guardrail realignment, Sealing.
Approach Earthworks Complete,
Guardrail Extension Complete.
Bypass track maintenance by council underway.
Touch up and sealing of approaches booked for first gap in the rain.
Sealing and site re-vegetation complete.
TfNSW project completion reports, and final grant claim to be submitted.

Last Updated: 16-Feb-2023





OP Action Title: 10.3.9.5 PROJECT: Peak Creek Bridge Replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: Project completed

Last Updated: 30-Sep-2022

OP Action Title: 10.3.9.6 PROJECT: Rossys Creek Bridge Replacement

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	20-Dec-2022	30-Jun-2023	80%	80.00%	 GREEN
OP Action Progress Comments: Deed signed and returned with Schedule 5 simplified plan. WO creation requested. WO3551 created, Survey and Geotech awarded Site Visit with InQuick to assess suitability and cost estimate. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.9.7 PROJECT: Killarney Bridge Replacement						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	20-Dec-2022	30-Jun-2023	80%	80.00%	 GREEN
OP Action Progress Comments: Deed signed and returned with Schedule 5 simplified plan. WO creation requested. WO3553 created. Survey and Geotech awarded. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 10.3.9.8 PROJECT: Matong Creek Bridge Replacement						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Infrastructure Engineer	In Progress	20-Dec-2022	30-Jun-2023	80%	80.00%	 GREEN
OP Action Progress Comments: Deed signed and returned with Schedule 5 simplified plan. WO creation requested. WO3552 Created. Survey and Geotech awarded <i>Last Updated: 03-May-2023</i>						
OP Action Title: 12.1.1.3 PROJECT: Jindabyne Community Library						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	99%	92.00%	 GREEN
OP Action Progress Comments: Defects liability period has commenced (12 months from 19 August 2022) Financial acquittal and reporting underway with government funding bodies and final reports to be undertaken						

Snowy Monaro Regional Council (SMRC)


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solar installation complete. Signage fabrication underway (April Installation)
Defects to be rectified and small landscaping additions

Furniture etc to be returned to 'planned' locations to allow for photography and competition entry.
Architects now entering competitions.
Detailed site visit by Wollongong City Council as premiere example of how/what to build.

Last Updated: 28-Mar-2023

OP Action Title: 12.1.2.4 PROJECT: New Civic Complex (Stage 1-Detailed Design)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER

OP Action Progress Comments: Project Hold point until 2023
Workshop held with ELT with Colliers and Cox Architects (Masterplanning)
3 Draft reports provided
2 extensions on scope requested
Final designs (masterplans) and feasibility due September 2022 - delivered
Additional investigations into retail options undertaken - Report to be tabled in Council workshop
Updated building assessment and QS being undertaken on Cooma building for comparison due 04/23 (delayed due to contractor availability - now May 2023)

Last Updated: 01-May-2023

OP Action Title: 12.1.2.5 PROJECT: Delegate School of Arts

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	30%	95.00%	 RED

OP Action Progress Comments: Accomplishments & Completions:
Received DA approval.
Lodged application with PWA for additional funds to meet the shortfall.

Critical Issues:
- Trade estimate report indicated approx. \$202k shortfall.

Risks:
- Unable to complete the project with the current Scope of Works.

Next Steps:
- pending CC approval.
- pending grant top up.
- tender stage

Snowy Monaro Regional Council (SMRC)


Action and Task Progress Report- Standard

Budget Status:
approx. \$202k short. Reduction in scope or BLERF variation/cost escalation to cover (State)

Key Items for Comms:
Bi-monthly meeting with PEG members and PCG (PWA and SMRC Project team)

Last Updated: 25-May-2023


OP Action Title: 12.1.2.6 PROJECT: Yallambee Lodge New Section of Facility

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	33%	95.00%	 RED

OP Action Progress Comments: Accomplishments: DA Approval granted
Critical Issues: Project continues to work around divestment requirements, cost escalation of building materials may require additional funds to reach completion
Risks: Budget availability for completion of full scope
Tender out in market - closes mid May 2023

Last Updated: 01-May-2023

OP Action Title: 12.1.2.7 PROJECT: Bombala Arts and Innovation Centre Building Upgrade

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	20%	95.00%	 RED

OP Action Progress Comments: Economic Development continuing discussions to find potential lead tenant to cover ongoing running costs.
Risk: No operating model exists and building is excess to Council needs.
Reporting with PWA / DRNSW up to date.
Projects separated work to be undertaken in the amenities building (now covered entirely by SCCF2 funding) from main build.
Business Case to be developed in light of SRV - addressing ability to run and maintain.



Last Updated: 26-Feb-2023

OP Action Title: 12.1.2.8 PROJECT: Delegate Preschool Renewal of Drainage Systems

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Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	25%	90.00%	 RED
<p>OP Action Progress Comments: Accomplishments & Completions:</p> <ul style="list-style-type: none"> - DA and CC lodged with Council and pending approval. - received updated trade estimate. <p>Critical Issues:</p> <ul style="list-style-type: none"> - Construction timeframe on site limited to school holidays and weekends only due to the preschool operating from Monday to Wednesday. <p>Risks:</p> <ul style="list-style-type: none"> - Limited construction timeline (will need to negotiate with successful contractor) - cost escalation <p>Next Steps:</p> <ul style="list-style-type: none"> - negotiate stage construction with stakeholder and contractors <p>Budget Status: on budget atm</p> <p>Key Items for Comms:</p> <ul style="list-style-type: none"> - Regular consultations & meetings with internal and external stakeholders (KJ from Preschool, SMRC Planning and Building team) as required. <p><i>Last Updated: 25-May-2023</i></p>						
OP Action Title: 12.1.2.9 PROJECT: Community Halls Compliance and Upgrades (Strengthening Communities Safer Places Project)						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	90%	95.00%	 GREEN
<p>OP Action Progress Comments: Accomplishments & Completions:</p> <p>Tender closed on May 1 2023. The successful Tender has been notified.</p> <p>Mila Hall – Compliance Works – A local contractor has been awarded this contract – works to start in June.</p> <p>Bungarby – Met on site with contractor, they provided us with a quote which was more than double what we were expecting – we do not have the funds to cover all the works so will need to reduce the scope – we have also contacted 2 other contracts to also provide a quote. Works will include connecting power and water to the hall and making it safe for community members to use.</p> <p>We are continuing to work with Councils Learning & Development Team on running the First Aid Courses. We have selected dates for the locations as follows:</p> <p>Bibbenluke: Friday, 2 June</p> <p>Mila: Saturday, 3 June</p> <p>Nimmitabel: Saturday, 1 July</p> <p>Peak View: Saturday, 5 August</p> <p>Dalgety: Saturday, 2 September</p>						

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Adaminaby: Saturday, 7 October
Cathcart: Saturday, November
Bombala: TBA (November)

After communications with Trent Geddes – Regional Tech Hub Operations Officer we have decided to look at purchasing 4 UHF Radios for emergency distribution as required.

Critical Issues:

Budget Constraints – Some Halls having more issues then the project budget will allow for.

Time Constraints – Knowing the high demand in our area for contracts at this time will need to make sure that those submitting tender responses are allowing for this and also possible down time during winter.

Communication Packs – We are still working on a solution and looking at different avenues for this part of the project.

Risks:

Community Expectations – as this project requires works to be undertaken at community maintained facilities it is crucial that there is a constant stream of communication between council and stakeholders. This will ensure that each party is kept up to date on the progress and development of the project.

Going over Budget – with over 60% of the grant funds being spent on construction works it is important to obtain realistic quotes and to allow for inflation and delays during this current building environment.

Delivery within Timeframe – the project is due to be delivered by 31 January 2024, we will look at getting an extension until 30 June 2024 to allow for contingency's (i.e. unable to undertake some construction works until October due to winter weather)

Next steps:

Tender evaluation and selection of a conforming contractor.

Quote for the generator interfaces have contacted some suppliers for quotes. Looking into this further and selecting a few main halls that will be used as evacuation centres in the future.

After speaking with a few external professionals who worked on the floods and our bushfires we are looking at getting 4 UHF radios which will be placed with our emergency packs for distribution when required.

Continued communication meetings and regular updates with 355 committees regarding works.

Continue Working with the Learning & Development Team on providing Frist Aid Course.

Budget status:

Project is currently within budget.

Tender responses came in a little high than expected, we have discussed this with the successful contractor and will be working closely with them to reduce the scope of works.

Will keep a close eye on the budget as we start compliance works on the Halls.

Have kept back a decent sum for contingency.

Key items for Communication:

We will continue to be in communication with the 355 Committees. There will be no works taking place until the appropriate members have agreed to the works and/or they have been notified to eliminate scheduling conflicts.


We have added that Communication with a 355 Community Member representative will be required as part of the works.

Last Updated: 25-May-2023

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 12.1.2.10 PROJECT: Aitchison Cottage Berridale

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	99%	92.00%	 GREEN

OP Action Progress Comments: Risks: Continued delay of maintenance and restoration will put the building at risk
Next steps: Seek funding

Last Updated: 26-Feb-2023


OP Action Title: 12.1.2.11 PROJECT: Bombala Caretaker Cottage

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	80%	92.00%	 AMBER

OP Action Progress Comments: Status - Refurbishment RFQ has been awarded.
Issues - Not all work will be completed before funding is expended
Risk - Bathroom refurbishment, internal painting & split system air-conditioning will likely remain on hold until additional funding is realised.
Next step - Complete works.
Budget - On Target.
Communications - The Project Engagement Group (PEG) have been updated, next meeting 14th June

Last Updated: 22-May-2023

OP Action Title: 12.1.2.12 PROJECT: Bombala Depot - Female Amenities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

OP Action Progress Comments: Completed and handed over to Land & Property team.

Last Updated: 01-Aug-2022

OP Action Title: 12.1.2.13 PROJECT: Bombala Exhibition Hall, CWA Room Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	98%	92.00%	 GREEN

OP Action Progress Comments: Status - onsite works completed (Painting of the Exhibition Hall, CWA Building and Grandstand and the repair and painting of the Exhibition Hall and CWA roofs)
Critical Issues - Nil

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Risks - Nil

Next Step - Finalise project and hand over to Operations and capitalise assets

Budget - fully expended.

Communication - Communicated to PEG via email, next meeting 14th June

Last Updated: 22-May-2023

OP Action Title: 12.1.2.14 PROJECT: Jindabyne Holiday Park Drainage Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	<div><div></div><div></div><div></div></div> AMBER

OP Action Progress Comments: Accomplishments & Completions:

- Construction commenced on 13/02/2023.

- New pump station for sullage installed.

Critical Issues:

Delay completion until after winter due combination of site condition, delay from weather and variations.

Site condition – no construction during Easter Holiday and winter season as it will pose a high risk to visitors in the park.

Design variations due to onsite cabin changes and relocations.

Risks:

Ongoing weather events and unpredictable lake levels (Snowy Hydro unable to provide long term forecast - dependent on weather and snow melt) and potential stoppages to due to lake level rises.

Next Steps:

Monitor, track and evaluate project delivery status.

Aim to complete before winter commence – install pump station control panel and test, connect sullage to existing sullage lines.

Contractor return to complete after winter (after October long weekend).

Budget Status:




Both hydrant and drainage are funded by SMRC. Initial estimated budget for both projects is approx. \$800k combined.

Communications:

Regular meetings with external stakeholders (NRMA reps and Snowy reps) and internal stakeholders (SMRC Community Facilities, Health, Water & Waste Water, Planning and Building teams).

Last Updated: 26-May-2023

OP Action Title: 12.2.5.1 Project management framework is in place to ensure consistency and strategic decision making

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER
OP Action Progress Comments: Updated documents for new Intranet (Feb - intranet training underway) (internal) (new branding) Simplified framework for public /355 use on external website (June 2023) Delayed (intranet training) Standing agenda item at SMT/ELT <i>Last Updated: 01-May-2023</i>						
OP Action Title: 12.4.1.5 PROJECT: Swimming Pool Upgrades, Stage 1 Bombala and Cooma						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	In Progress	01-Jul-2022	30-Jun-2023	25%	85.00%	 RED
OP Action Progress Comments: Accomplishments & Completions: Built Environment Collective have completed comprehensive site visits of both Bombala and Cooma. The first draft designs have been delivered. A planning advice meeting is scheduled for May to determine requirements of the SMRC Planning. Critical Issues: Inclusions and exclusions within scope of work due to pricing and market fluctuations. Risks: Community perception around deliverables and political promises likely to be negative Budget status: Within funding envelope Communication: Ongoing liaison and consultation with Pool operators, working with SMRC Communications on extended briefing and media release on state of the pools, scope of works and delivery timeframe. <i>Last Updated: 01-May-2023</i>						
OP Action Title: 12.4.2.6 PROJECT: Ginger Lee Playground						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	99%	100.00%	 GREEN
OP Action Progress Comments: Status - Construction works completed Critical issues - Nil Risks - Nil Next Step - Complete third party financial audit to meet DEED requirements, provide community with quotes for Stage 3, capitalise assets Budget - Fully expended Communication - Communication to PEG via email <i>Last Updated: 28-Apr-2023</i>						

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Snowy Monaro Regional Council (SMRC)	Action and Task Progress Report- Standard
<p>OP Action Progress Comments: PWA: Property Matters</p>	
<p>Program Snapshot:</p>	
<ul style="list-style-type: none"> - Stages 2.1 and 3.1 are progressing. - Plan of acquisition of easement for shared trail & 88B needs to be prepared & registered at LRS – easement acquisition cannot be finalised without this 	
<p>Activities Completed:</p>	
<ul style="list-style-type: none"> - Onsite meeting held with owners of 15 & 17 Lakeview Terrace - alignment revised. - PW requested to undertake a road closure and road opening over the land on Gaden rd. - Adjoining owners advised that the road proposed to be opened will not be fenced. Council will complete actual road as per easement plan in Hatchery section of trail to remove need to create new easement in "eco lodge" property. 	
<p>Activities Scheduled:</p>	
<ul style="list-style-type: none"> - Obtain draft plan of easement over land which connects to the underpass. - Start the road closure process under the Roads Act by informing the relevant statutory authorities and adjoining land-owners. <p>Awaiting valuations</p>	
<p>Apex Archaeology: Archaeology Archaeology complete.</p>	
<p>The Environmental Factor: Environmental Reports</p>	
<p>JST Sections 2.1 and 3.1:</p>	
<p>Activities Completed:</p>	
<ul style="list-style-type: none"> - Hatchery Bay BDAR complete - Draft Kunama BDAR complete - Draft East Jindabyne to Kalkite BDAR complete - Draft SEE for Hatchery Bay complete - Draft SEE for Kunama complete 	
<p>Activities Scheduled:</p>	
<ul style="list-style-type: none"> - Submission to the new Credit Supply Taskforce to determine credit pricing (TEF to discuss with Council/Stantec before proceeding) - Integrate results from ACHA into SEE for Kunama once report is finalised by APEX. Report will also sit as an Appendix to the SEE - Updates to BDAR and offset calcs - Next steps to be discussed with council following submission of reports and comments received 	
<p>Project forecast:</p>	
<ul style="list-style-type: none"> - Changes to proposed impact area will require changes to the BDAR and offset calculations. 	
<p>Tyrolean:</p>	
<p>Activities Completed:</p>	
<ul style="list-style-type: none"> - BDAR Complete - Tyrolean Feasibility Assessment complete 	
<p>Activities Scheduled:</p>	
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- Submission to the new Credit Supply Taskforce to determine credit pricing (pending confirmation of any changes to trail layout/widths and updates to GIS calcs and offset calculations).
- Updates to BDAR and offset calcs (pending confirmation from Council on any changes to layout/width)

Project Forecast:

- Changes to proposed impact area will require changes to the BDAR and offset calculations.

Bridge/Platform Design and Construction: Wagner's:

Current Work Status:

Activities Completed:

- Submitted 90% design
- 3 structures on hold

Concerns:

- Need DA dates and start dates before any other work can progress
- Client to advise if material should be produced (options to hold at their depot or Councils)

Underpass Design: Westlake Punnett

Activities Completed:

- Provided two concept sketches for alternative trail alignments due to land ownership issues
- Council review and selection of preferred alternative trail alignment

Activities scheduled:

- Make updates to design based on preferred new alignment and resubmit plans for DA
- Undertake QS cost estimate for revised alignment
- Update all subconsultants on alignment changes

Concerns:

- Land ownership issues – to be resolved by SMRC

Car Park Design: Footprint Engineers:

Activities Completed:

- Concept Plans completed for Creel Bay
- Concept Plans completed for Rainbow Dr

Program Forecast:

- East Jindabyne concept to be completed

MOU to be drafted with National Parks

Snowy Hydro to provide Letter of Approval as Land owner for inclusion in DA applications

Workshop onsite with Snowy Hydro to progress Dam Wall upgrades held - positive outcomes to work towards an agreed design.

Budget status: Project within budget

Last Updated: 01-May-2023

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 12.4.2.9 PROJECT: Jindabyne Sportsground Upgrade Amenities						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	Completed	01-Jul-2022	31-Dec-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Accomplishments & Completions: Project was completed on 31 January 2023 – Handover with the contractor was completed on Wednesday, 1 February 2023.</p> <p>Critical Issues: Went back to site to check on site clean-up and noticed that someone has backed into the new roof and damaged the guttering. Have called the Subcontractor who did the install and they will be going out to fix it.</p> <p>Risks: Nil</p> <p>Next steps: We conduct handover to the Land and Property team on Monday, 27 February 2023. There is some crushed granite on site which we will be removed and replaced with topsoil and grass seed.</p> <p>Budget status: Project has been completed within budget.</p> <p>Key items for Communication: We will continue to be in contact with the user groups as the site is used to keep an eye on wear and tear and any defects that may appear.</p> <p><i>Last Updated: 21-Feb-2023</i></p>						
OP Action Title: 12.4.2.10 PROJECT: Jindabyne Skate Park Upgrade						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	<div><div></div><div></div><div></div></div> AMBER
<p>OP Action Progress Comments: Accomplishments & Completions: Draft design 2 has been completed taking into consideration the community feedback from our Community Consultation held in March. Still working towards starting works in September with a 12 week program. Continued meetings with PEG and Public Works to discuss the project.</p> <p>Critical Issues: Budget – currently refining the budget to make sure we can meet the community’s expectations. Have applied for extra funding due to increasing costs of materials and contractors fees. We should hear back about the extra funding towards the end of June.</p>						

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Design – the Landscape Architect will now do a second draft design taking on board all the comments from the community consultation afternoon.

Risks:
Community Expectations – We have established a project engagement group who we will work closely with in relation to the design and included extras of the skate park.
Time Frame – keeping within the new project timeframe and completing the job by 30 June 2024.

Next steps:
Continued engagement with the successful tender applicant.
Continued communication with the Skate Park Architect.
Media Release - Publish the successful contractor.
Second Community Engagement afternoon to be held once the landscape architect has completed a redraft of the design hoping to hold this towards the end of June/early August.
Organising a Skate Day prior to works starting – this is something that the PEG have asked for.


Budget status:
Project is currently within budget.
Reporting on time for PWA/DRNSW
Still waiting on a reply regarding extra funding.
Delivered under the BLER Fund.

Key items for Communication:

Will continue to meet with the Project Engagement Group and keep them up to date with the Projects Development.
Have arranged a meeting with the Project group of the new Braidwood skate park – it was very successful with great community feedback.

Last Updated: 25-May-2023

OP Action Title: 12.4.2.11 PROJECT: Cooma Footpath Pavers CBD Streetscape Beautification (Sharp St - Cooma Creek Bridge to Soho St)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: Accomplishments and Completions:
Closure report sent to Dept of Regional NSW 16.05.2023

Critical Issues: NIL.

Next Step: NIL

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Budget Status: Completed within budget.

Key Items for Communication: Completion of project.

Last Updated: 17-May-2023

OP Action Title: 12.4.2.12 PROJECT: Cooma Regional Sports Hub

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Recreation Planner	In Progress	01-Jul-2022	30-Jun-2023	60%	90.00%	<div><div></div><div></div><div></div></div> RED

OP Action Progress Comments: Accomplishments & Completions

-Construction is underway and is 35% complete. Steel frame is complete and exterior walls/roofing has commenced

Estimated construction completion is now 16 October 2023.

- 1 site inspection occurring each week to ensuring Project Coordination site management processes are being undertaken as per the contract agreement

- Site management process has improved and progress is running smoothly. five days delay due to wind and rain however this has been accounted for in the project contingency

Risks

- Project delay is still within delivery timeframe of the approved funding agreement with NSW Office of Sport

Budget /status

-Project is within budget

- There have been 15 variations are being negotiated, 5 have been approved. They include a change in structural footing due to soft ground cased by wet weather, subsoil drainage, additional storm water works. Remaining requests for variations have not been approved due to further information required from Project Coordination regarding their claim for Extension Of Time and also negotiation regarding alternate materials. The variations approved to date total approximately \$25, 000. The project has a \$1.2M contingency. there are no concerns with regard to covering variations to date.

Key Items for communications

- media release on project progress was approved in May. The next media release will be in October

Last Updated: 29-May-2023

OP Action Title: 12.4.2.16 PROJECT: Adaminaby Street Improvements

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	20%	50.00%	<div><div></div><div></div><div></div></div> RED

OP Action Progress Comments: Accomplishments and Completions:

Final Designs for Baker Street, Un-named laneway and Lucas Street received.

Critical Issues:

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Water & wastewater and Infrastructure teams are currently replacing the existing water main. Work on Baker Street and Un-named laneway will be put out to tender as a bundle. Once this is completed the road shaping will commence with sealing happening later in the year.

Risks:

Delays due to weather.

Next Steps:

Develop Request for Tender for Baker Street and Un-named laneway work.


Budget Status: Within budget

Key Items for Communications:

To keep community updated on progress.

Last Updated: 17-May-2023

OP Action Title: 12.4.2.17 PROJECT: Bombala Showground Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	80%	92.00%	 AMBER

OP Action Progress Comments: Status - Electrical work awarded

Critical issues - Nil

Risks - Nil at this stage.

Next Steps - Manage delivery

Budget - The budget is adequate to ensure the electrical systems meet code requirements

Communication - PEG updated via email next meeting 14th June

Last Updated: 22-May-2023

OP Action Title: 2.2.2.3 PROJECT: Bombala Caravan Park Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Support Officer	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER

OP Action Progress Comments: Status: A contractor has been engaged to provide a quote to complete a reduced Scope of works and ensure the DEED funding is expended.

Budget: 45k remaining, waiting on cost estimate from contractor

Issue: Insufficient funds

Risk: Remaining works put on hold.

Next Step: Award Main Switchboard upgrade

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Communications: Facilities have been regularly communicated with.

Last Updated: 22-May-2023

OP Action Title: 2.2.3.2 PROJECT: Cooma North Ridge (Funding: Community Place for Space Grant)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER

OP Action Progress Comments: Accomplishments & Completions:

Crisp St and Balli Pl Parking areas – completed construction and pending handover.

Engaged local graphic designer and printing contractor to develop an updated tear-off brochures for visitor center.

Negotiation with BCRRF to vary the delivery date and vary the project scope went well, and they are willing to support the variations provided we have supporting documents.

Visited sign manufacturer workshop and reviewed prototypes, and provided approval to commence mass production of signs and printing of artworks.

Risks:

Delay from RFS fire trail will cause delay to the project as part of the fire trail forms part of the walking trail.

Weather may cause delay to installation as we head into winter.

Next Stage:

Finalise new brochure.

Coordinate installation of signs.

Upgrade trail from Crisp St to Southern Gate (past Scout Hall) , working with RFS on the walking/fire trail however RFS will do most of the ground work. RFS have advised they are not expecting to commence in the short term.

Budge Status:


On budget

Communications:

Ongoing communications with community group and RFS. Periodic meetings with Cooma North Ridge Reserve committee reps and SMRC Civic maintenance coordinator as required.

Last Updated: 25-May-2023

OP Action Title: 2.2.3.3 PROJECT: Mt Gladstone Amenities Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

Last Updated: 28-Nov-2022

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 9.2.4.7 PROJECT: Bombala and Delegate Water Supplies						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
W&WW Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	<div><div></div><div></div><div></div></div> AMBER
<p>OP Action Progress Comments: Project Update from Water & Waste Water: The detailed design process has been completed and the contractor is onsite doing preliminary set out. The project is tracking on time and under budget at this stage. Long Lead time procurement items have been ordered with delivery timelines meeting requirements.</p> <p><i>Last Updated: 29-Mar-2023</i></p>						
OP Action Title: 9.2.4.10 PROJECT: Jindabyne Holiday Park Fire Service Upgrades						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Officer	In Progress	01-Jul-2022	30-Jun-2023	85%	90.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: Accomplishments & Completions:</p> <ul style="list-style-type: none">- Construction commenced on 13/02/2023.- all new hydrant and fire hose reel lines are completed.- majority of hydrant and fire hose outlets are completed. <p>Critical Issues:</p> <p>Delay completion until after winter due combination of site condition, delay from weather and variations.</p> <p>Site condition – no construction during Easter Holiday and winter season as it will pose a high risk to visitors in the park.</p> <p>Design variations due to onsite cabin changes and relocations.</p> <p>Risks: Weather and unpredictable lake levels (Snowy Hydro unable to provide long term forecast - dependent on weather and snow melt) and constant stoppage to due to lake level rises are the biggest challenge for the roll out of this project.</p> <p>Next Steps:</p> <p>Monitor, track and evaluate project delivery status.</p> <p>Aim to complete before winter commence – install all hydrant and hose reel outlets with cabinets and lagging, temporary connection into domestic water line and pressure test. This will provide protection to the caravan park during winter season.</p> <p>Contractor return to complete after winter (after October long weekend).</p> <p>Budget Status:</p> <p>On budget includes current variations.</p> <p>Communication:</p> <p>Regular meetings as requested from external stakeholders (NRMA reps and Snowy Hydro Representatives) and internal stakeholders (SMRC Community Facilities, Health, Water & Waste Water, Planning and Building teams).</p> <p><i>Last Updated: 25-May-2023</i></p>						

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OP Action Title: 9.3.1.2 PROJECT: Jindabyne Landfill capping, scoping and design upgrade to transfer station

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	55%	92.00%	 RED
<p>OP Action Progress Comments: ACCOMPLISHMENTS & COMPLETIONS: There has been no progress since last month; due to the cost of drilling additional bores and since the landfill will not be closed until the new Waste Transfer Station (WTS) is built, budget and resources are being utilised for the WTS project at this stage.</p> <p>CRITICAL ISSUES: The increased depth of capping material (soil) will ideally need to be stockpiled from soil either gathered on site or delivered to site. If adequate fill can't be stockpiled it will need to be purchased.</p> <p>RISKS: Budget: additional bores and additional fill for capping will increase the cost of closing the landfill site. Additionally the cost to carry out the surveying and installation of new bores exceeds \$80k.</p> <p>NEXT STEPS: Due to the costs of the water monitoring bores it has been decided to put off any further progress on the capping and closing planning/design. The existing landfill can't be capped until the transfer station has been built so funding can utilised on the transfer station project.</p> <p>BUDGET STATUS: There is an \$82k variation to survey and drill the new water monitoring bores (assuming water depths are as estimated and not deeper).</p> <p>KEY ITEMS FOR COMMUNICATION:</p> <ol style="list-style-type: none"> 1. The existing landfill will close once the new Transfer Station has been built, waste disposal services will not be interrupted. 2. Fill is to be stockpiled on site for use in capping and for new Transfer Station. 3. The capping design and water monitoring bores will not proceed for the time being due to funds needing to be utilised on the new transfer station. <p><i>Last Updated: 16-Feb-2023</i></p>						

OP Action Title: 9.3.1.3 PROJECT: Build a Waste Transfer Station at Jindabyne, scope, design and land acquisition

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	83%	92.00%	 GREEN
<p>OP Action Progress Comments: (See 9.3.1.2 joint project for Jindabyne Landfill Closure Plan - this project is for the design and land acquisition phases only of the new Waste Transfer Station [WTS])</p> <p>ACCOMPLISHMENTS & COMPLETIONS: With the Concept Design now complete, work has begun on the Development Application (DA) Phase of the project. As part of this a Bushfire Assessment will also be carried out, which was identified as a requisite for the DA during the Concept Design and Pre-DA. SMRC's project manager and the engineering consultants are working with SMRC's planners to ensure that all requirements are met in the DA package.</p> <p>CRITICAL ISSUES: There are currently no critical issues to report. This may change as the DA Documents Package is developed.</p> <p>RISKS: Schedule is still a key risk; the project schedule will be confirmed/revised following the DA approval process. It must be noted that budget is likely to become a large risk too. There is an EPA grant for consolidation of regional landfills that is due to be released in June 2023. SMRC intends to apply for this grant if the grant criteria are conducive with our community's requirements/expectations.</p> <p>NEXT STEPS: GHD and SMRC will continue to develop the SEE and DA package for submission.</p> <p>BUDGET STATUS: The cost for the DA Documents Package and Bushfire Report is \$122,714.99 which is within the remaining project budget of \$135,780 for FY22/23</p>						


Snowy Monaro Regional Council (SMRC)

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KEY ITEMS FOR COMMUNICATION: The DA Documents Package is being prepared for submission. As part of the DA approval process there will be a community consultation period where the designs will be available for review and comment by the community.

Last Updated: 18-May-2023

OP Action Title: 9.3.1.4 PROJECT: Delegate Landfill Rehabilitation and Capping

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Specialist	In Progress	01-Jul-2022	30-Jun-2023	60%	60.00%	 GREEN

OP Action Progress Comments: Accomplishments & Completions:

Hi-vis marker fabric installed appropriately over 50% of the site. Anchor trenches in place. Drainage outline clearly evident. Dam capacity has been increased according to closure plan. Capping material placed on 35% of site. A stock pile of capping material on-site in case access to Stevenson's Quarry is blocked due to bad weather.

Critical Issues:

NIL at this stage

Risks:

Weather caused four-day delay first week in May.


Next steps: Continuation of installation of Hi-Vis Marker fabric and spreading and compaction of capping material.

Budget status: Works are under budget.

Communications: Continue communications with local community on progress of works..

Last Updated: 17-May-2023


OP Action Title: 9.3.1.5 PROJECT: Bombala Landfill Upgrades

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	Not Started	01-Jul-2022	30-Jun-2023	0%	95.00%	 RED

OP Action Progress Comments: Awaiting progress on Jindabyne Landfill Project before commencement.

Last Updated: 30-Sep-2022

OP Action Title: 9.3.2.3 PROJECT: Cooma Compost Facility

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Project Management Consultant	In Progress	01-Jul-2022	30-Jun-2023	80%	95.00%	 AMBER

OP Action Progress Comments: ACCOMPLISHMENTS & COMPLETIONS: A detailed aerial survey was carried out to document the site topography for the purpose of determining the overland flow

Snowy Monaro Regional Council (SMRC)

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path of stormwater and leachate. The survey will inform, primarily, the location of the leachate pond while also identifying where on site an impermeable layer (clay) will be required to ensure that any leachate is directed into the leachate pond. The site layout will now be amended accordingly.

CRITICAL ISSUES: The aforementioned survey requires that the existing concept design be revised to relocate the leachate pond to the natural low point of the site. This will greatly reduce the cost of earthworks during construction but has caused a delay in the design process and has incurred redesign costs.

RISK: (see above) Budget; EPA grant is for rolling out FOGO to resident's houses, not for the new compost facility.


NEXT STEPS: Awaiting Environmental Impact Statement (EIS) from the sub-consultant team, which will not be impacted by the survey and revision of the site layout to relocate the leachate pond.

BUDGET STATUS: There is a minor cost associated with the survey (\$2,900). The cost of the redesign will be confirmed following the survey but is not expected to be very large due to the overall efficient simplicity of the existing design (i.e. not more than \$1,000 anticipated).

KEY ITEMS FOR COMMUNICATION: The design is going to be revised following the completion of an aerial survey which has identified that the natural low point of the site (i.e. where all ground and stormwater drains to) is not the location where the leachate pond was originally proposed to be. Leaving the leachate pond in its currently designed location would incur significant earthworks costs.

Last Updated: 18-May-2023


OP Action Title: 9.3.2.4 PROJECT: Complete weighbridge IT replacement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN

Last Updated: 26-Feb-2023

RFS/SES Support Service

OP Action Title: 13.2.13.1 Customer requests responded to in accordance with Council's Customer Service Charter and Rural Fire Service Level Agreement

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN





OP Action Progress Comments: 30.05.2023

Administration and Financial support provided to RFS as required. A review of the service level agreements between Council and RFS has commenced. Completion dependent on RFS availability and participation.

Last Updated: 30-May-2023

OP Action Title: 13.2.14.1 Administration and support provided to LEMO

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
<p>OP Action Progress Comments: 30.05.2023 Organisational Risk Management Officer to assume management after 8 May 2023. Assessing the roles and responsibilities with staff currently undertaking duties with a view to developing a documented procedure.</p> <p><i>Last Updated: 30-May-2023</i></p>						
OP Action Title: 13.2.15.1 Payments made to the agencies in line with contribution assessments						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	 GREEN
<p>OP Action Progress Comments: 30.05.2023 Undertaken with finance - administration resource within Corporate Projects to be transferred to Governance.</p> <p><i>Last Updated: 30-May-2023</i></p>						
Risk Management						
OP Action Title: 13.2.11.1 Insurance claim reports are generated and reported to Council through performance reporting						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	60%	92.00%	 RED
<p>OP Action Progress Comments: 29.05.2023 Organisational risk officer commenced 8 May 2023.</p> <p>Insurance handover in progress assessing current claims. An interim reporting schedule will be determined by 15 July 2023 based on advice from the ARIC pending development of ERMF reporting.</p> <p><i>Last Updated: 30-May-2023</i></p>						
OP Action Title: 13.2.12.1 Council's insurance policies are reviewed and updated						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<p>OP Action Progress Comments: 30.05.2023 All policies have been renewed for 2022</p> <p>Organisational Risk Management Officer appointed 8 May 2023 and will assume control of the renewal process.</p> <p><i>Last Updated: 30-May-2023</i></p>						
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Fleet and Plant

Fleet and Plant


OP Action Title: 13.2.16.1 Replace identified plant items for financial year in alignment with the ten year Plant Replacement Program and Fleet Management Procedure

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	69%	92.00%	 AMBER

OP Action Progress Comments: Identified capital replacements underway. 61 items actioned, of which 44 item received.

Last Updated: 18-May-2023

OP Action Title: 13.2.16.2 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-2022	30-Jun-2023	100%	100.00%	 GREEN

OP Action Progress Comments: Maintenance of program underway. Distributed to management group in November for review and feedback. Feedback received and replacement program adjusted and indicative budget submitted.

Last Updated: 18-Jan-2023

OP Action Title: 13.2.16.3 PROJECT: Plant and vehicle capital replacement program. General, Water and Wastewater

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	69%	92.00%	 AMBER

OP Action Progress Comments: 61 items actioned, 44 received. 40 major plant and 47 minor plant items identified for replacement, plus 8 carry forward replacements from last FY.

Last Updated: 18-May-2023




OP Action Title: 13.2.17.1 Internal service provision of heavy plant, light plant, leaseback and minor plant

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	67%	92.00%	 AMBER

OP Action Progress Comments: 38% of administration budget and 84% of operational budget expended. Operating revenue at 80%. Plant availability >99%.

Last Updated: 30-May-2023

OP Action Title: 13.2.17.2 Servicing and repair of Council's plant and fleet assets

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Stuart Sturgeon - Coordinator Fleet & Plant	In Progress	01-Jul-2022	30-Jun-2023	88%	92.00%	 GREEN
<p>OP Action Progress Comments: Fleet have 2,226 finalised maintenance work orders for FY with an average repair time of 1.9hrs and average downtime of 4.6hrs. Plant availability based on available working hours is >99%. We're currently at a scheduled vs unscheduled maintenance ratio of 70/30 which equals industry best benchmark of 70/30.</p> <p><i>Last Updated: 18-May-2023</i></p>						
Governance						
Governance						
OP Action Title: 13.2.11.2 PROJECT: Develop a framework for policies and procedures to support the organisation						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	50%	92.00%	 RED
<p>OP Action Progress Comments: 30.05.2023</p> <p>Data collated on policies within Council's various systems. A register of the preliminary data gathered to date will be presented to ARIC on 6 June. Further work to refine and confirm the status of each policy to continue. Once confirmed the policies will be distributed to policy owners to begin a review and update process. The project is due for completion 30 June 2024.</p> <p><i>Last Updated: 30-May-2023</i></p>						
OP Action Title: 13.2.18.1 Delegations register is reviewed and updated						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	75%	92.00%	 AMBER
<p>OP Action Progress Comments: 30.05.2023</p> <p>No delegation amendment or addition requests received during the period.</p> <p><i>Last Updated: 30-May-2023</i></p>						

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
OP Action Title: 13.2.19.1 GIPA requests are resolved within adopted timeframes						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	98%	92.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: 30.05.23 Work continues processing formal and informal GIPA requests. Training and handover to new Governance Support Officer in progress.</p>						
Last Updated: 30-May-2023						
OP Action Title: 13.2.20.1 Approved funding for donations and sponsorships						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: 30.05.2023 Advertising for the 2023 Donations and Sponsorship program closed 15 May. Applications to be determined at June Council meeting.</p>						
Last Updated: 30-May-2023						
OP Action Title: 13.2.21.1 Management of Designated Persons Returns						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN
<p>OP Action Progress Comments: 30.05.2023 Action complete no further activity scheduled before July 2023.</p>						

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Last Updated: 30-May-2023

OP Action Title: 13.2.22.1 Councillor induction and training opportunities

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	90%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments: 30.05.2023

There was no training held in March 2023.

Last Updated: 30-May-2023

OP Action Title: 13.2.23.1 Code of Conduct complaints

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments: 30.05.2023

No code of conduct complaints were received in the reporting period. All formal complaints processed in accordance with OLG guidelines.

Last Updated: 30-May-2023

OP Action Title: 13.2.24.1 Section 355 Advisory and Management Committee minutes and recommendations are reported to Council.

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Completed	01-Jul-2022	30-Jun-2023	100%	92.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments: 30.05.2023

Scheduled for presentation at the 15 June Council meeting:
Minutes of the Bombala Exhibition Ground Management Committee meeting held 14 April 2023
Minutes of the North Ridge Reserve committee meeting held

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Last Updated: 30-May-2023

OP Action Title: 13.2.25.1 Council records are maintained in Council's electronic document records management system (EDRMS)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	67%	92.00%	 AMBER

OP Action Progress Comments: 30.05.2023

Ongoing training and support is provided to existing and new staff to manage records in accordance with council's requirements.

Last Updated: 30-May-2023

OP Action Title: 13.2.25.2 New staff receive training in records management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	 GREEN

OP Action Progress Comments: 30.05.2023

New staff are identified through the onboarding process and training tailored to suit the requirements of the role within council.

Last Updated: 30-May-2023





OP Action Title: 13.2.25.3 Allocation of incoming documents to appropriate staff within Customer Service Charter

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Acting Coordinator Governance	In Progress	01-Jul-2022	30-Jun-2023	85%	92.00%	 GREEN
<p>OP Action Progress Comments: 30.05.2023</p> <p>Incoming documents are generally distributed within 48 hours of receipt. Allocation error managed by exception reports and resolved within 48 hours. Currently exploring improved systems management to enable accurate reporting of statistics</p> <p><i>Last Updated: 30-May-2023</i></p>						
OP Action Title: 13.2.25.4 Seek costings for digitisation of Councils Records						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Coordinator Governance	Deferred	01-Jul-2022	30-Jun-2023	30%	95.00%	 RED
<p>OP Action Progress Comments: 30.05.2023</p> <p>An expected upgrade to a later version of the records management software will enable improved scanning of hard copy records to enable improved search parameters. These are necessary to ensure scanned records can be retrieved through simple word searches. The extent of the improved functionality will inform costing for digitisation of existing records. The software upgrade schedule is not yet determined.</p> <p><i>Last Updated: 30-May-2023</i></p>						
Information and Communication Technology						
Information and Communication Technology						
OP Action Title: 11.1.1.2 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 %
Coordinator ICT	Completed	01-Jul-2022	30-Jun-2023	100%	90.00%	 GREEN
<p>OP Action Progress Comments: 2023 03 02 - DR Function Test completed and documented with all critical systems spun up and operational in a secure sandbox environment with functional testing completed within three hours from start of test.</p> <p>2023 02 23 - Process plan completed. DR Test Report Document prepared. Non disruptive DR Function Test scheduled for 2 March 2023</p> <p><i>Last Updated: 26-Apr-2023</i></p>						
OP Action Title: 11.1.1.3 Review fit for purpose applications: InfoCouncil, CAMMS Enterprise Resource Planning Mapinfo, SaaS subscription services (InOutBoard, Zoom, MessageMedia, Storyline360)						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	Completed	01-Jul-2022	30-Jun-2023	100%	90.00%	 GREEN
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Snowy Monaro Regional Council (SMRC)

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OP Action Progress Comments: 2023 04 26

SaaS software reviews completed. Application to be reviewed in 2024 is InfoCouncil. CAMMS and Mapinfo review in 2025.

2023 03 24

SaaS Services - InOutBoard confirmed to be surplus to requirements and has been cancelled from end of current subscription period 31 March 2023. Mapinfo under contract until 2024. Fit for purpose review to be undertaken in 2024 financial year.

2023 02 23

SaaS Services - StoryLine360 recommend to discontinue subscription.

2023 01 19

Zoom is meeting organisation requirements for publicly attended meetings and at this stage Microsoft Teams alternative would not provide the same accessibility experience for those outside of Councils Microsoft tenancy environment. Zoom is fit for purpose
Messagemedia is meeting organisation requirements and is competitively priced. There are opportunities to integrate into council processes to provide automated alerting and information services. Messagemedia is fit for purpose.

2022 11 24

Review of SaaS services (StoryLine360) in progress.

2022 10 25


Infocouncil cloud solution in phase 2 of development. This product will be added to the list of solutions for consideration in the review.
Options in Microsoft Teams being considered to replace InOutBoard. Also checking capabilities against Zoom.

2022 09 20

Infocouncil review requirements gathering process commenced triggered by issues with business paper creation for September meeting which identified possible limitations in existing 32 bit applications.

Last Updated: 26-Apr-2023

OP Action Title: 11.1.1.4 Cyber Security - Annual testing and review

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	 GREEN

OP Action Progress Comments: 2023 05 26 - External Penetration Test component commenced on 9 May and completed 11 May. Internal penetration test commenced on 18 May and completed on 25 May. External PT report received 24 May. Internal PT report due early June.

2023 04 19 - RFQ evaluated and successful vendor selected. Kickoff meeting to be scheduled 1st week of May.

2023 03 27 - RFQ published to LGP VendorPanel. Closes 7 April 2023

2023 02 23 - RFQ Specification completed. RFQ publishing via LGP VendorPanel from 1 March 2023

Last Updated: 26-May-2023

Snowy Monaro Regional Council (SMRC)

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OP Action Title: 11.1.2.1 End-user Support Helpdesk requests

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: 2023 05 May Performance (26/04/2023 to 25/05/2023)

Requests Acknowledged within 30 mins = 91.9% (296 out of 322 opened) (Target 90%)

Requests resolved within SLA (Target 80%+): Overall 95.4% (312 out of 327)

Total Resolved Requests = 327
Critical (2h) = NA (0 out of 0)
Urgent (6h) = NA (0 out of 0)
High (2d) = 100% (1 out of 1)
Medium(7d) = 95.4% (291 out of 305)
Minor (14d) = 85.7% (6 out of 7)
Low (30d) = 100% (8 out of 8)
Very Low (90d) = 100% (6 out of 6)

Open requests passed SLA date (Target <20%): 28.4% (19 out of 67)
Total Open Requests = 67

Customer Satisfaction = 100% from 128 responses (Target 90%+ being Good to Excellent)
Excellent = 88.3% (113 out of 128)
Good = 11.7% (15 out of 128)
Acceptable = NA (0 out of 128)
Bad = NA (0 out of 128)

Last Updated: 26-May-2023

OP Action Title: 11.1.3.1 Network, system, software, telecommunications, GIS and security administration

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	 GREEN

OP Action Progress Comments: Network Administration

2023 05 26 - Town power supply was cut. UPS maintained internal systems for the period of power loss. External communications failed during power outage. Supplier to rectify UPS.

2023 04 26 - No reportable network issues.

2023 03 24 - Berridale depot performance impacts experienced due to increased user base. Speed increase initiated to support increased location usage.

2023 03 13 - Outboud call failure downtime 2.5 hours

2023 02 23 - No reportable network issues.

Snowy Monaro Regional Council (SMRC)

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2022 11 24 - Network device replacement following lightning strike around Werri Nina

2022 10 25 - Minor power supply issues have impacted network performance, but no major interruptions.

2022 10 25 - Decommissioning of legacy public network at library sites is progressing.

Software administration

2023 05 26 - Patch 33 in TEST environment to 31 May

2023 04 26 - Preparation for Civica Authority Patch 33 testing in May.

2023 02 23 - Preparation for Civica Authority Patch 32 testing.

2023 01 05 - Corporate Information System timesheet system outage - 1 hour - caused by corrupted work pattern.

2023 01 04 - Corporate Information System outage - 2 hours - caused by payroll work pattern service failure

2022 12 14 - Voicemail email notification outage (non-critical function) - 7 days - protocol issue.

2022 11 24 - Corporate Information System latest patching test completed.

2022 10 20 - Installation of patch management solution completed to address Auditor recommendations

GIS

2023 03 14 - SSA map updates completed.

2023 02 23 - Road Name Bank public consultation postponed to mid 2023

2022 10 25 - SAP planning controls completed except for Lake Jindabyne flood mapping.

LGA road ownership mapping continues - aiming for completion by late November 2022.

System Administration

2023 05 26 - Monthly server and end point device patching completed.

2023 04 26 - Monthly server and end point device patching completed.

2023 03 24 - Monthly server patching completed.

2023 02 23 - Monthly server patching completed.

2023 01 08 - Upgrade Domain Controller operating system

2022 11 24 - Production server host reported device failure. Maintenance and restart has returned it to service.

Phones and computer replacement following lightning strike around Werri Nina

2022 10 25 - Decommission of legacy systems is progressing

Last Updated: 26-May-2023

OP Action Title: 11.1.6.1 PROJECT: Undertake the Capital Leasing Production Server and Storage Hardware Replacement Program for the financial year

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	92%	92.00%	<div><div></div><div></div><div></div></div> GREEN

OP Action Progress Comments: 2023 05 26 - Server and storage infrastructure received and installed and configuration is in progress. Investigating and resolving an issue with power supply capacity to the production server room.

2023 04 19 - Vendor engaged. Project kickoff and design workshop scheduled for 27 April.

2023 03 24 - Successful vendor chosen and evaluation report and requisition forwarded for approval.

2023 02 23 - Evaluation of four responses to RFQ in progress.

2023 01 09 - Specifications published to LGP VendorPanel. Closure date set as 31 January 2023.

2023 01 06 - RFQ specifications completed and reviewed.

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2022 11 24 - Cloud Migration framework modelling conducted by Telstra Purple confirmed that the proposed on-prem refresh is the most appropriate step at this point in Councils cloud strategy as the organisation is not in a position to migrate to a public or private hosted cloud solution. Recommendation would be to undertake an application and systems review to determine what council's technology requirements are and how best to deliver those solutions cost effectively.

Specifications will now be finalised and a selective tender process initiated through local government procurement for replacement of the five year production server farm.

2022 10 25 - Engaged Telstra Purple for free Cloud Readiness assessment to identify alternatives to an on-premises infrastructure upgrade.


2022 09 16 - Vendor meeting to discuss and amend specification proposal.

2022 09 05 - Server and storage specification proposal received from vendor.

2022 08 24 - Specification development ongoing.

Last Updated: 26-May-2023

OP Action Title: 13.2.11.3 Review, update and develop ICT policies and procedures

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator ICT	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	 GREEN

OP Action Progress Comments: 2023 05 26 - Policy submitted for June ELT meeting due to other operational demands.

2023 02 23 - Policy to be submitted to ELT Meeting March 2023.

2023 01 17 - ICT security policy draft completed. To be submitted to document approval process.

2022 11 24 - 100% of standards reviewed and updated. ICT security policy draft in progress.

2022 10 25 - Further review and update of standards completed. Overarching network security policy to be updated and submitted to ELT for Council adoption.


2022 09 19 - Reviewed and updated 25 ICT Standards to reflect current departmental and organisation structure naming conventions..

Last Updated: 26-May-2023

Internal Audit

Internal Audit





OP Action Title: 13.2.26.1 ARIC meetings are held to ensure good performance and governance






Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	01-Jul-2022	30-Jun-2023	80%	80.00%	 GREEN

OP Action Progress Comments: Four meetings held, including the review of the financial statements.

Last Updated: 31-Mar-2023

OP Action Title: 13.2.27.1 Actions from ARIC meetings are completed on time


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Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	01-Jul-2022	30-Jun-2023	81%	70.00%	 GREEN
OP Action Progress Comments: Resolutions from the March meeting have not been entered into the system. <i>Last Updated: 31-Mar-2023</i>						
Strategy Development						
Asset Management						
OP Action Title: 10.2.1.1 Undertake Traffic Counts						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	In Progress	01-Jul-2022	30-Jun-2023	78%	91.63%	 AMBER
OP Action Progress Comments: 6 traffic counts done this month <i>Last Updated: 18-Apr-2023</i>						
OP Action Title: 10.3.11.1 Annual works program for Infrastructure Transport						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	 GREEN
OP Action Progress Comments: Works program provided to infrastructure group. Program changed by due to changes in available funding. Assets role in process complete. <i>Last Updated: 23-Jan-2023</i>						
OP Action Title: 12.1.2.15 PROJECT: Revaluation of assets - Buildings and Operational Land						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	 GREEN
OP Action Progress Comments: Final valuation report submitted by valuation consultant. Evaluated by assets team and found to comply with requirements. Valuations ready for review by Council auditors. <i>Last Updated: 18-Apr-2023</i>						
OP Action Title: 13.2.28.1 Asset Management Plans are reviewed						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

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Team Leader Asset Management	In Progress	01-Mar-2023	30-Jun-2030	35%	75.00%	 RED
OP Action Progress Comments: Currently reviewing critical assets and risk treatment plans. <i>Last Updated: 19-May-2023</i>						
OP Action Title: 13.2.28.3 Explore opportunities to rationalise the land and facilities assets that are used to deliver Council's services						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	06-Mar-2023	30-Sep-2023	10%	35.00%	 RED
OP Action Progress Comments: Will request reminder to SMT as additional work required on the quarterly budget review has diverted resources. <i>Last Updated: 02-Jun-2023</i>						
OP Action Title: 13.2.29.1 Asset depreciation rates and useful lives are reviewed						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	 GREEN
OP Action Progress Comments: Review complete. <i>Last Updated: 28-Nov-2022</i>						
Corporate Reporting						
OP Action Title: 13.2.30.2 Deliver service level statements to provide transparency and accountability						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	 GREEN
OP Action Progress Comments: Service descriptions have been developed for the primary services delivered by Council, and they are located as service descriptions within the Delivery Program and Operational Plan. Service Statements have been reviewed and amended for the Revised 2022-2026 Delivery Program and 2023-2024 Operational Plan. Completed <i>Last Updated: 02-Apr-2023</i>						
OP Action Title: 13.2.33.4 Develop measures of productivity and efficiency						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	02-Jan-2023	30-Jun-2030	100%	92.00%	 GREEN
OP Action Progress Comments: Measures of productivity and efficiencies have been drafted as KPI's into the draft revised 2022/2026 Delivery Program. <i>Last Updated: 02-Apr-2023</i>						
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OP Action Title: 14.2.5.1 Undertake the Annual Community Satisfaction Survey

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
OP Action Progress Comments: Taverner Research group has been awarded the 2022 Customer Satisfaction Survey work. The survey has been completed with the Taverner Research group presenting the final report to Council's Executive and Councillors before the week ending 4 November 2022 before being published on Council's webpage. Completed <i>Last Updated: 02-Apr-2023</i>						


OP Action Title: 14.3.1.1 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 %
Coordinator Strategy Development	In Progress	01-Jul-2022	30-Jun-2023	95%	91.63%	 GREEN
OP Action Progress Comments: The monthly performance report has been prepared for the Council meeting to be held at the May 2023 Council meeting to report on the progress up to and including May 2023. <i>Last Updated: 02-Jun-2023</i>						

OP Action Title: 14.3.2.1 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 %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
OP Action Progress Comments: The Annual Report has been completed and published on Council's website. The URL has been forwarded to the Office of Local Government. Co0mpleted <i>Last Updated: 02-Apr-2023</i>						

OP Action Title: 15.1.2.1 Co-ordinate 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 %
Coordinator Strategy Development	In Progress	01-Dec-2022	30-Jun-2023	95%	90.00%	 GREEN
OP Action Progress Comments: Workshops with Council's Executive team and Councillors have now been completed. The operational plan is now in draft form and is currently on Public Exhibition until 12 June. <i>Last Updated: 02-Jun-2023</i>						

OP Action Title: 15.1.2.2 Annual review of the Delivery Program undertaken, to ensure it aligns with the CSP

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Coordinator Strategy Development	In Progress	01-Jul-2022	30-Jun-2023	95%	100.00%	
<p>OP Action Progress Comments: Workshops with Council's Executive team and Councillors has now been completed. The revised 2022-2026 delivery program is now on public exhibition until 12 June.</p> <p><i>Last Updated: 02-Jun-2023</i></p>						
Strategic Planning						
OP Action Title: 1.1.8.1 Planning Proposals are assessed within the Local Environmental Plan Making Guidelines						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	95%	91.63%	
<p>OP Action Progress Comments: Relevant Planning Proposal Received by Council are being appropriately assessed in accordance with Council policy and NSW Government Guidelines. As of January 2023 Council has two active planning proposal. A gateway determination has been issued for 56 Hilldowns Road Kalkite and is currently undertaking agency consultation. Further work is required by the proponent to address concerns raised by BCD, TfNSW and Heritage NSW. Biodiversity certification of the site is being pursued and Council are working with the proponent on a DCP to address other concerns. No further update.</p> <p><i>Last Updated: 23-May-2023</i></p>						
OP Action Title: 1.2.3.1 Assist in the delivery of related events and activities						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	
<p>OP Action Progress Comments: Delivered NAIDOC week events in relation to all schools event and family fun day event. This action is complete as per the measure in the Operational Plan. We are assisting in the delivery of a international day of people with disability event. Undertook Rural Financial Counselling events in Bombala, Adaminaby, Bredbo and Cooma. Working with community groups on Women's week events in March. No further update.</p> <p><i>Last Updated: 23-May-2023</i></p>						
OP Action Title: 1.2.4.1 Support community groups to plan and deliver their own events, access grant funding, enable volunteerism						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	95%	91.63%	
<p>OP Action Progress Comments: A significant amount of staff resources have gone towards supporting community groups to plan and deliver their own events, access grant funding and enable volunteerism. An example of this is Council collaboration with Schools to run the all schools NAIDOC week event. Another example is coordinating the Jindabyne Community Safety meeting working with many community groups to empower them to achieve positive outcomes. To progress outcomes from the Jindabyne community safety meeting, a meeting has been held to discuss youth related services in Jindabyne. Support letter provided to a range of community groups to assist with grant funding applications including the Bombala Show. No further update.</p> <p><i>Last Updated: 23-May-2023</i></p>						

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OP Action Title: 1.2.4.2 PROJECT: Arts and Culture Strategy						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	80%	80.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
<p>OP Action Progress Comments: Council is working with South East Arts to develop a Arts and Culture Strategy in 2023. This will occur in conjunction with the Arts and Culture Committee. South East Arts are currently developing a draft strategy for consideration of Council and the Committee. A draft Strategy is being internally reviewed by Council staff before being provided to the committee for consideration. A workshop with key staff will be held on 2 June.</p> <p><i>Last Updated: 23-May-2023</i></p>						

OP Action Title: 10.3.10.2 PROJECT: Parking Gap Analysis for Cooma						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	75%	15.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
<p>OP Action Progress Comments: Undertaking surveys and data collection for parking in the Cooma CBD to inform gap analysis. Data collection is still progressing with first round of surveys now complete a further round of surveys will be undertaken later this year. Parking Gap Analysis report will be prepared in the 2023/24 FY. No further update.</p> <p><i>Last Updated: 29-Mar-2023</i></p>						

OP Action Title: 12.4.2.13 PROJECT: Local Infrastructure Contributions Plan (LICP) - staged development						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
<p>OP Action Progress Comments: This project has been completed ahead of schedule and new plan has been adopted by Council and taken effect. No further update.</p> <p><i>Last Updated: 29-Mar-2023</i></p>						





OP Action Title: 12.4.2.14 PROJECT: Recreation Strategy						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	90%	90.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
<p>OP Action Progress Comments: Public exhibition has concluded, the consultation included in person drop in information sessions have been held in Bombala, Cooma and Jindabyne. A further online information session was held on 27 April. 64 pieces of written feedback were received. A revised version of the Recreation and Open Space Strategy will be reported to Council in June.</p> <p><i>Last Updated: 23-May-2023</i></p>						






OP Action Title: 12.4.2.15 PROJECT: Cooma and Cooma Back Creek Beautification						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

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Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	 GREEN
<p>OP Action Progress Comments: The Stronger Countries Community Funding Round 5, with Rotary being the lead organisation made application for funding to beautify the Cooma Back Creek, unfortunately, the funding was not successful. An expression of interest has been lodged under the NSW Floodplain management scheme, with Council seeking funds to address actions identified within the Floodplain Risk Management Studies and Plans, which include Vegetation Management Plans. This will consist of the rest of Cooma Back Creek North of the bridge from Sharp Street and Cooma Creek through the township. Successful funding recipients have not yet been announced.</p> <p><i>Last Updated: 02-Apr-2023</i></p>						
OP Action Title: 14.2.6.1 Provide feedback on State Significant Development (SSD) applications						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	95%	91.63%	 GREEN
<p>OP Action Progress Comments: Draft SEARs from Billingra Solar Farm SSD application were received and Council Staff have provided relevant comments. No further update and no additional SSD applications have been received. An update on the Billingra Solar Farm SSD process is expected in February or March 2023. A meeting with held with concerned community members on 7 February regarding a potential wind farm south of Cooma, no draft SEARs has been received for this project to date. No further update.</p> <p><i>Last Updated: 29-Mar-2023</i></p>						
OP Action Title: 14.2.7.1 Provide a response to relevant policy changes						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	95%	91.63%	 GREEN
<p>OP Action Progress Comments: As per the outcomes of the Jindabyne Community Safety meeting, a meeting has been held to discuss greater youth services in Jindabyne. Support has been provided to community groups to offer inclusive and child safe events. No further Update.</p> <p><i>Last Updated: 29-Mar-2023</i></p>						
OP Action Title: 15.1.1.4 Understand the likely benefits of SAP development						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	04-Jan-2023	30-Dec-2026	15%	10.00%	 GREEN
<p>OP Action Progress Comments: SAP indicative layout plans have just been released for review by Council. Until these have been bedded down it hard to investigate and gauge full impacts at this point in time.</p> <p><i>Last Updated: 20-Mar-2023</i></p>						
OP Action Title: 15.1.2.3 Develop a strategic service planning framework						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Chief Strategy Officer	In Progress	02-Jan-2023	31-May-2023	10%	100.00%	 RED
OP Action Progress Comments: No further work undertaken this month due to focus on budget issues and development of DP/OP. <i>Last Updated: 03-May-2023</i>						
OP Action Title: 15.1.2.4 Revise the resourcing strategy						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	04-Jan-2023	30-Jun-2023	100%	92.00%	 GREEN
OP Action Progress Comments: The revised resourcing strategy was adopted on January 30 2023. Continued reviews will be undertaken as required and at a minimum of each year as per IPR guidelines. Completed <i>Last Updated: 02-Apr-2023</i>						
OP Action Title: 15.1.3.1 PROJECT: Climate Change Resilience Strategy						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	01-Jul-2022	30-Jun-2023	100%	80.00%	 GREEN
OP Action Progress Comments: External funding opportunities have been pursued. Likely, some grant to Council from NSW Dept Planning for reimbursement for Council staff time towards the SAP over the next 12 months will take place. At this point in time, staff is not available to run this project . Resourcing will also not be available for the 2023/2024 Operation plan year, therefore this project is to be deferred until resourcing is at full capacity. Investigations into funding is now complete. <i>Last Updated: 02-Apr-2023</i>						
OP Action Title: 15.1.4.1 Project: Preparation of a Infrastructure Study						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	16-Mar-2023	30-Jun-2023	80%	80.00%	 GREEN
OP Action Progress Comments: Procurement process has been undertaken in accordance with Council policy and preferred consultant selected, undertaking background research. An inception meeting was held on 21 March. Site was held on 20 April 2023. Constraints mapping has been prepared and drafting of studies has commenced. <i>Last Updated: 23-May-2023</i>						
OP Action Title: 4.1.1.1 Community development supports and facilitates internal and external committees, including S355 and interagency						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	85%	91.63%	 GREEN
OP Action Progress Comments: Continuing to run various committees including interagency and Arts and Culture. Interagency had a planning day in February and will met again on 13 April						

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2023. Arts and Culture Committee will have their next meeting on 25 May.
Last Updated: 23-May-2023

OP Action Title: 4.1.1.2 PROJECT: Reconciliation Action Plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	90%	91.63%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

Council resolved to place the RAP on public exhibition in December, public exhibition concluded on 22 March 2023. Council staff are in the process of reviewing the feedback received. Working group will meet to consider the feedback received and advise on next steps.

Last Updated: 23-May-2023

OP Action Title: 4.1.1.3 PROJECT: Develop and implement Child Safe Organisation Program

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	90%	91.63%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

Draft policy, draft framework and draft reporting guide have been prepared. Project group meets once a month and project is anticipated to be ongoing. A Council staff representative attended an online forum held by Office of the Children’s Guardian and Local Government NSW. An update was provided at the October Senior Management Team (SMT) Meeting. A new self assessment has been undertaken and an organisational plan has been prepared. No further update.

Last Updated: 13-Apr-2023

OP Action Title: 8.1.1.1 PROJECT: Development of the new Local Environmental Plan (LEP) - Staged development plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	80%	91.63%	<div><div></div><div></div><div></div></div> <div>AMBER</div>

OP Action Progress Comments:

The Draft LEP concluded public exhibition on 20 February 2023, approximately 180 written submissions were received. Council staff are reviewing feedback and will brief Councillors in April. The consultation included 12 in person face to face community information sessions have been held across the LGA. Two industry information sessions have also been held along with two online community information session. Council staff attended the Nimmitabel Show to consult on draft plan. On 13 February Council staff had a workshop with Local Aboriginal Land Councils. A further meeting was held on 5 April with Bega LALC to discuss draft LEP. Due to the deferral of the Land Use Strategies, LEP progress will be delayed.

Last Updated: 23-May-2023

OP Action Title: 9.2.3.3 PROJECT: Development Servicing Plans (DSPs)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	Completed	01-Jul-2022	30-Jun-2023	100%	91.63%	<div><div></div><div></div><div></div></div> <div>GREEN</div>

OP Action Progress Comments:

New Development Servicing Plans were adopted by Council on 20 April 2023. The DSP have now been submitted to the Department of Planning and Environment for registrations. New charges will commence 1 July 2023.

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Last Updated: 23-May-2023


OP Action Title: 9.2.3.4 PROJECT: Disability Inclusion Action Plan (DIAP)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	35%	60.00%	 RED

OP Action Progress Comments: Project plan has been prepared and undertaking literature review. Draft outcomes review from previous plan has commenced. Legislation has been changed and a new framework for DIAPs has been implemented. New DIAP is required to be developed by November 2023. A report to the Disability Council has been completed with the finalisation of the Annual Report. A project scope is being developed. Progress has been delayed due to change in framework and staff, seeking to expedite the process with a technical consultant.

Last Updated: 23-May-2023

OP Action Title: 9.2.4.8 PROJECT: Development of the Integrated Water Cycle Management (IWCM) Plan and Grey Water Management Plan

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Strategic Planner	In Progress	01-Jul-2022	30-Jun-2023	55%	80.00%	 RED

OP Action Progress Comments: Meetings with DPE Water have been had to discuss scope and project plan. A project plan has been drafted and formal project scope and relevant tender documentation will now be drafted to progress procurement in early 2023. Council staff are awaiting further information from DPE water regarding scoping document. DPE have advised to proceed with a Water Study for Bombala and Cooma as the first stage of the IWCM framework. Council staff are liaising with DPE on project scope and costings. Quotes have been sought from consultants to progress these works, however this is unlikely to progress until the 23/24 FY.


Last Updated: 23-May-2023

Workforce Management Portfolio

Workforce Management

Workforce Management

OP Action Title: 13.2.31.1 Payroll is undertaken






Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	70%	92.00%	 AMBER

OP Action Progress Comments: Payroll is progressing smoothly. Good back ups in place and new officer recruited. On going monitoring in place.

Last Updated: 06-Feb-2023

OP Action Title: 13.2.31.2 Evaluation of salary system is undertaken

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
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Chief Workforce Officer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
OP Action Progress Comments: Step review and implementation completed July 2022. Next major review in July 2023 <i>Last Updated: 01-Aug-2022</i>						
OP Action Title: 13.2.31.3 Performance reviews are undertaken						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	67%	100.00%	 RED
OP Action Progress Comments: New process is being rolled out. Sessions for managers have commenced. All mid point reviews will be undertaken over the next few weeks before the process is reviewed. <i>Last Updated: 02-Mar-2023</i>						
OP Action Title: 13.2.31.4 Vacant positions are recruited within two months						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	76%	92.00%	 AMBER
OP Action Progress Comments: Process to fill are functioning a lot quicker, however there are still some jobs that we can not attract suitable employees for. We will continue attempting different advertising strategies. No updates or change for January. <i>Last Updated: 06-Feb-2023</i>						
OP Action Title: 13.2.32.1 New employees inducted into WHS						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	78%	92.00%	 AMBER
OP Action Progress Comments: New online tool is monitoring induction training and all new employees are now asked to complete this. No february updates <i>Last Updated: 02-Mar-2023</i>						
OP Action Title: 13.2.32.2 WHS incidents are reported						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	74%	92.00%	 AMBER
OP Action Progress Comments: Reports of incidents are increasing in frequency due to an increased focus on WH&S by new staff . No further updates for February <i>Last Updated: 02-Mar-2023</i>						

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OP Action Title: 13.2.32.3 Undertake workplace safety inspections						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	25%	92.00%	<div><div></div><div></div><div></div></div> <div>RED</div>
OP Action Progress Comments: Targets are now being developed for each individual Manager to try and increase performance. This is still not in place and feb/march ELT will be targeted. No Update feb <i>Last Updated: 02-Mar-2023</i>						

OP Action Title: 13.2.33.1 Undertake an Australian Business Excellence Framework (ABEF) self-assessment of the organisation						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	40%	92.00%	<div><div></div><div></div><div></div></div> <div>RED</div>
OP Action Progress Comments: External reviews on key work areas have commenced. Implementation of Towards Excellence commencing. Out to tender. late 2023 before new self assessment to be completed. No Further Update <i>Last Updated: 06-Feb-2023</i>						

OP Action Title: 13.2.33.2 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 %
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	17%	92.00%	<div><div></div><div></div><div></div></div> <div>RED</div>
OP Action Progress Comments: This framework is delayed and will be implemented as part of the towards excellence program. Training registrations for two staff have been made. <i>Last Updated: 02-Mar-2023</i>						



OP Action Title: 13.2.34.1 Assets service review is undertaken and outcomes are reported to Council						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
OP Action Progress Comments: Findings and recommendations entered into the audit system and to be distributed for management responses. <i>Last Updated: 22-Apr-2023</i>						

OP Action Title: 13.2.34.2 Service review program is to be completed outlining which service reviews are to be undertaken within the next four years						
Work is underway to identify suitable provider for IT service review which has been identified as a priority.						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %

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Snowy Monaro Regional Council (SMRC)				Action and Task Progress Report- Standard		
Chief Workforce Officer	In Progress	01-Jul-2022	30-Jun-2023	66%	50.00%	 GREEN
<p>OP Action Progress Comments: Staffing changes being made to give us a small team to focus on this. Focus for 2023 will be on implementation of the completed service review recommendations. The IT area may be one exception for 2023. We are chasing a provider for this work in partnership with IT. Have the provider now and costs will be presented to ELT for commencement of review ASAP.</p> <p><i>Last Updated: 20-Mar-2023</i></p>						
OP Action Title: 15.2.7.2 Develop and deliver frontline leadership training programs						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	In Progress	07-Nov-2022	31-Dec-2023	40%	92.00%	 RED
<p>OP Action Progress Comments: After first pilot, now preparing for a broader roll out. Need for basic supervisors program also identified. Have now started a process of role definition and training needs analysis. water pilot scheduled Thursday 23/2 Pilot was conducted and was well received. Outcomes will be used to develop basic supervisors program to compliment more advanced leadership pilot. Will commence April 2023</p> <p><i>Last Updated: 31-Mar-2023</i></p>						

Snowy Monaro Regional Council (SMRC)

Action and Task Progress Report- Standard



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9.3.3 LOCALITY BOUNDARY ADJUSTMENT - BIBBENLUKE AND ANDO

Record No: 123/302

OFFICER'S RECOMMENDATION

That Council

- A. Endorse the proposed Ando-Bibbenluke locality boundary adjustment for a public notification period of 28 days.
- B. Endorse creation of a proposal with the Geographical Names Board for the proposed Ando-Bibbenluke locality boundary adjustment and progress to stage of pre-approval.

ISSUES

Concern has been raised about the reliable and timely provision of essential services, particularly postal and emergency services, for an area of Ando along its southern boundary with Bibbenluke. The concern is based on the main access point to the area coming via the section of Poddy Hut Road from the south ie from Bibbenluke via Monaro Highway back to Bombala.

To avoid previously experienced confusion in provision of postal services, and to align the main access point from the south with the main base for provision of local essential services being Bombala, it is proposed to shift the locality of the area in question. This shift would be from the locality of Ando, which has most services provided from Nimmitabel, to Bibbenluke, which has services provided from the much closer and more accessible Bombala.

RISK ASSESSMENT

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

It is considered the risks associated with the name proposal are low.

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

A number of adjustment options were considered in consultation with the residents proposing the boundary adjustment, with the final option presented in the attached maps to include all properties where the main access is from the south via the Monaro Highway.

IMPLEMENTATION PLANS

This will be implemented by:

- 1) Creating a proposal to adjust locality boundaries within the Geographical Names Board Online Portal and advancing this proposal to the stage of consideration for pre-approval by the Geographical Names Board.
- 2) In Liaison with Communications, notify the public of the proposed locality boundary adjustment in the Monaro Post for period of 28 days and respond to any submission as required.

EXISTING POLICY/DECISIONS

Locality naming and boundary setting is to adhere to the 2021 NSW Address Guidelines and User Manual. Link:

https://www.gnb.nsw.gov.au/data/assets/pdf_file/0004/229216/NSW_Address_Policy_and_User_Manual_2021.pdf

BACKGROUND

Concern has been raised about the provision of essential services – particularly postal services and emergency services for an area of Ando along its southern boundary with Bibbenluke. The concern is based on the main access point to the area coming via Poddy Hut Road from the south ie from Bibbenluke via Monaro Highway to Bombala. However, essential services including postal based on the locality of Ando, access this area from Nimmitabel, with Ando falling within the Nimmitabel postcode 2631 while Bibbenluke retains the same postcode as Bombala being 2632.

Residents who have been affected by delayed provision of services due to this have proposed moving a southern portion of Ando to be within the Bibbenluke locality to align the main access point for this area through Bibbenluke to Bombala, which is the base for provision of essential services for Bibbenluke.

Boundaries proposed have been set to include all properties accessed off Poddy Hut road south of Tip Tree Road. Property boundaries for the proposed Bibbenluke Locality boundaries are used to ensure a property that is accessed off this southern portion of Poddy Hut road has its entire area and all dwellings within the Bibbenluke locality.

Direct consultation with directly affected residents was carried out to ascertain the impact of the proposal on affected residents before going to public consultation. This included five affected property owners, including the property owner who initiated the proposal for consideration. No objections or concerns were raised. Two property owners supported the proposal including the proponent. Please see attached emails of support with names redacted.

ATTACHMENTS

1. Owner Submission - Ando-Bibbenluke Locality Adjustment Proposal - 339PoddyHutRd
2. Owner Submission - Request fopr adjustment to Bibbeluke Locality Boundary - 54 Poddy Hut Rd
3. Proposed locality boundary adjustment Ando Bibbenluke Map 1
4. Close view of Ando Bibbenluke Locality Boundary Proposal

From: [REDACTED]
Sent: Monday, 20 March 2023 11:42 AM
To: Brendan Harper
Subject: Request for Adjustment to Bibbenluke/Ando Locality Boundaries

Dear Mr Harper

Thank you for your recent letter dated 9 March 2023, regarding the proposed adjustment to the Bibbenluke/Ando locality boundary.

We totally approve and support the proposed locality boundary adjustment and are excited at the prospect of eliminating constant confusion and receiving all of our mail.

We have always considered ourselves to live in Bibbenluke, as did [REDACTED] father and grandfather before him. As it stands now, we experience frustration with not receiving mail in a timely manner when items of mail are addressed to us with Ando as our town. This is because mail for Ando is processed at Nimmitabel and they do not deliver to our area. If we do receive the mail, it is very late as Nimmitabel readdress it as Bibbenluke and it goes back into the mail system to be redirected to Bombala Post Office for processing.

In addition, it is extremely frustrating when completing your address online, or providing your address over the phone, where computer systems use the electoral role address and the address autofill process. Whilst some allow you to override and use manual address entering, this is not always the case.

The map provided seems to have an overlay of lot boundaries, however it is extremely hard to see the faint yellow lines. Knowing the shape of our lots, and looking under a magnifying glass, it seems to me that the proposed boundary does incorporate all of our land. Can I suggest if there is to be a final map produced further down the approval track, could you please attribute a more obvious colour to lot boundaries.

If you need to contact us for any reason to discuss the above further, you can call us at home on

[REDACTED]

Just for your awareness and completeness of records, we use the road number 339 as well as the property name:

"Old Kelvin Grove "

339 Poddy Hut Road

BIBBENLUKE NSW 2632

Yours faithfully,

[REDACTED]

From: [REDACTED]
Sent: Thursday, 16 March 2023 6:25 PM
To: Brendan Harper
Subject: Request adjustment to Bibbenluke-Ando boundaries

Hi Brendan

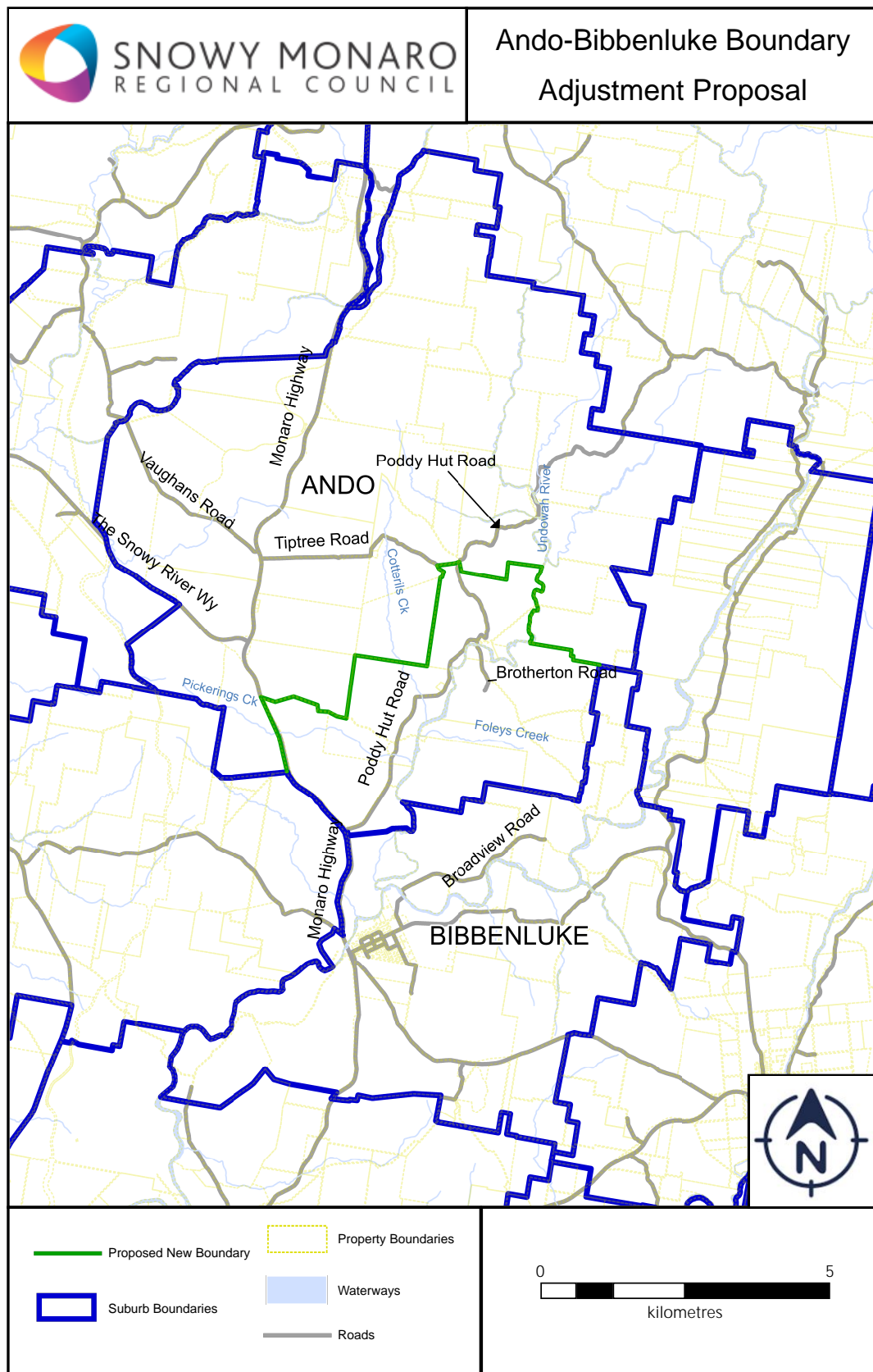
I am in full support of the proposed boundary changes as outlined in your letter dated the 9th March 2023.

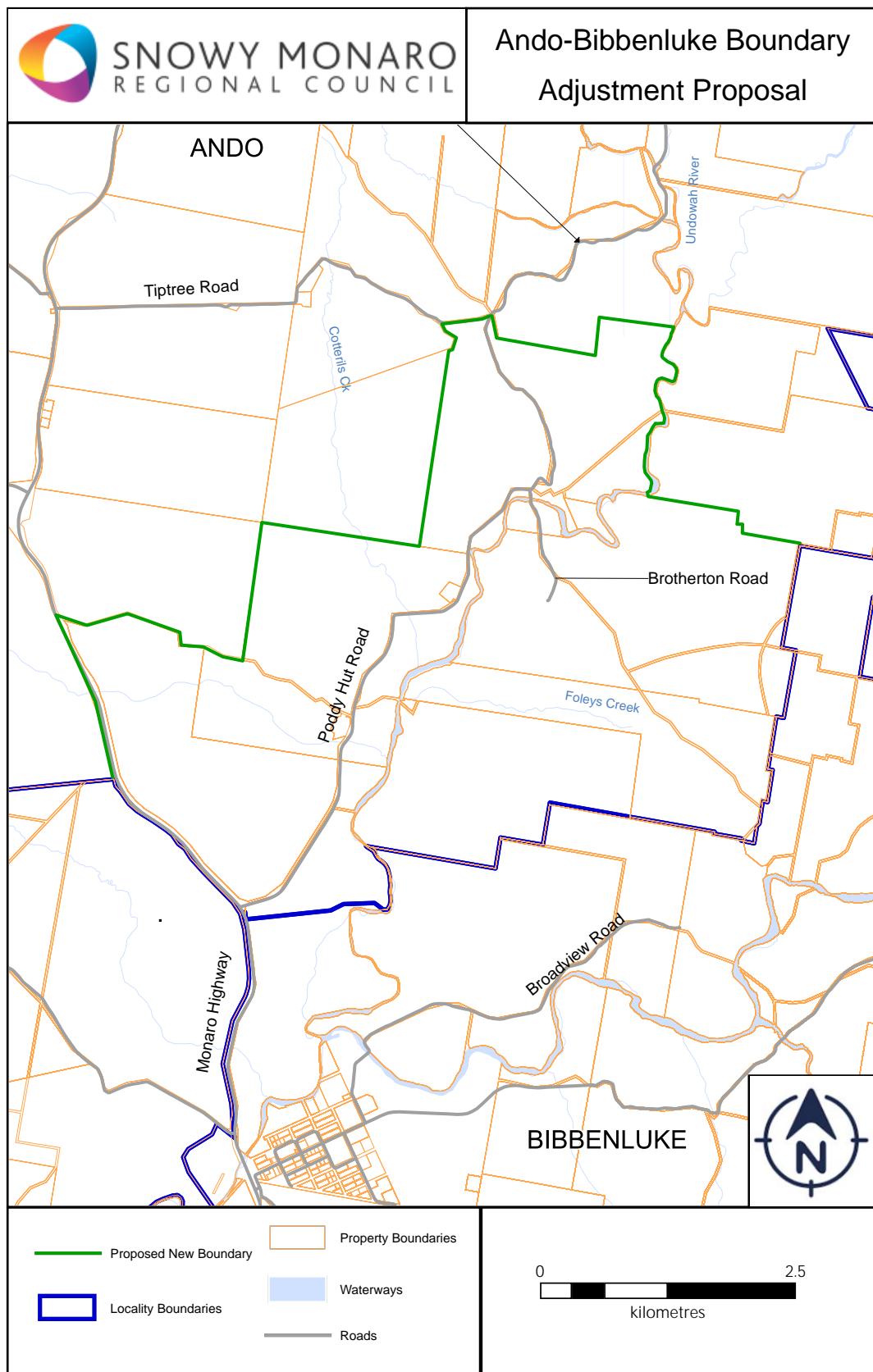
Kind Regards

[REDACTED]
54 Poddy Hut Road
Bibbenluke nsw



Virus-free. www.avg.com





9.3.4 POST EXHIBITION - RECREATION AND OPEN SPACE STRATEGY

Record No: 123/293

OFFICER'S RECOMMENDATION

That Council

- A. Receive and note the feedback received during the exhibition period; and
- B. Adopt the recreation and open space strategy with the recommended changes.

ISSUES

The completion of the draft Recreation and Open Space Strategy (ROSS) is identified as an action in the 2022-23 Operation Plan and 2022-2026 Delivery Program. The strategy will be used to guide future project priorities. The inclusion of recreation and open space planning and design guidelines set the framework to ensure future provision of recreation facilities are financially sustainable, high quality and strategically located to be inclusive, accessible and well connected.

During the development of the strategy the community were consulted via an online survey and through key stakeholder engagement, with over 90 stakeholder interviews undertaken. This included sporting groups and clubs, recreation facility user groups, 355 committee's, local schools, state and regional sporting corporations and internal council departments. Throughout consultation it was evident that the provision of recreation facilities is of high importance to our community.

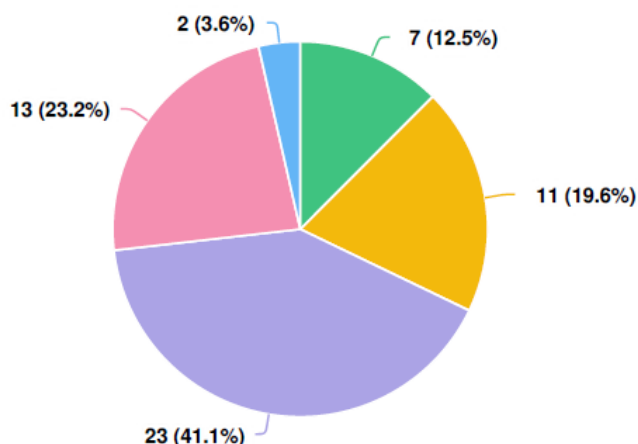
At the Council meeting held 20 April 2023 Council agreed to place the draft ROSS on public exhibition for 28 days. A further 7 day extension to the exhibition period was granted to allow the community extra time to submit feedback following the drop-in and online information sessions.

A total of **64 submissions** were received. 56 of these were via the Your Say survey. Other submissions were sent directly to the draft Recreation and Open Space Strategy inbox.

Approximately **41%** of respondents selected neutral with regard to their overall satisfaction of the draft ROSS. **3.6%** were very happy, **23%** were happy, **19.6%** unhappy, **12%** very unhappy (refer to figure 1 below). Most submissions from respondents who selected unhappy were related to the quality of an assets they were unsatisfied with rather than the content of the draft strategy.

Visitors 107	Contributors 50	CONTRIBUTIONS 56
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**What is your overall satisfaction of the draft Snowy Monaro Regional Council
Recreation and Open Spaces Strategy?**



Question options

● Very Unhappy
 ● Unhappy
 ● Neutral
 ● Happy
 ● Very Happy

The table below highlights the key issues raised during the exhibition period. There are also some recommended changes. This ranges from minor errors with facility description and condition to changes in action priority. Attachment A- draft ROSS exhibition feedback register provides further detail on the submissions, responses and recommended changes.

SUBMISSIONS	SMRC OFFICER RESPONSE/ RECOMMENDATION
Bombala Exhibition Showground- A number of submissions highlighted some of the user conflict issues between the show society and sporting groups. This includes the desire to ensure the oval is fit for purpose following the show horse event. Feedback focused on the need for the masterplan and ongoing management arrangements to consider the needs of the whole community. Consultation must be open and transparent during the development of any future plans.	The draft strategy recommends that a masterplan be developed for the Bombala Exhibition Showground as a high priority. The process will be inclusive of the whole communities needs and will address the user conflict issues.
Limited emphasis on Michelago with regard to the detail of improvement to current facilities and potential for new recreation	The Michelago masterplan provides a comprehensive analysis of Michelago and future needs and desires of the Michelago community.

SUBMISSIONS	SMRC OFFICER RESPONSE/ RECOMMENDATION
facilities.	<p>The draft ROSS adopts these actions.</p> <p>The actions include;</p> <p>CC2 Page 80- Investigate opportunities to relocate the Pony Club to a more sustainable area. CC3 page 80- Investigate opportunities for a local level recreation trail around Michelago Creek. CC4- Page 80- Investigate opportunities to co-locate sports facilities at the existing sports field.</p>
A total of 18 submissions were received from the Adaminaby community in support of the development of Seymour Park. There is a desire for the action to be increased from low to high priority. Many submissions highlighted the lack of quality, safe and accessible recreation facilities in Adaminaby. The highway presents a barrier for use of the facilities located at the showground and current local park/playground.	<p>Investigating the opportunities to develop Seymour Park as a local park central to residential areas is identified as a low priority in the draft ROSS. It is recommended that the action be moved up the priority list in replacement of an existing action.</p> <p>Recommend changing priority rating of Action A.1 page 101 Seymour Park to Medium priority and changing action A.2, page 101- review of the scope of work for Adaminaby Boat Ramp upgrade to Low.</p>
Bombala Tennis Club - several submissions related to the urgent need for upgrade and repair of the tennis courts.	<p>Working with NSW Tennis to identify a scope for the upgrade of the Bombala tennis courts has been identified as a high priority.</p>
Concern with the use of demographic data. The Census data provided by .ID for the next 20 years may not be accurate and some communities have a broader demographic to consider. Feedback from Adaminaby community members highlighted that demographic data shows an ageing population, however there are still younger families and holiday makers to consider.	<p>Some of the demographic data indicates an ageing population for some of our towns, however this isn't the only data we have considered. The draft ROSS also considers the unique characteristics of each town, the current condition of assets and how they are used, participation data and trends. A holistic approach to the recreation needs analysis has been undertaken.</p> <p>It is recommended that on page 100 under the local needs and trends section the following information is added; "Adaminaby and surrounding villages provide accommodation to</p>

SUBMISSIONS	SMRC OFFICER RESPONSE/ RECOMMENDATION
	holiday makers who participate in fishing and access to Selwyn Snow resort. Recreation facilities that provide for the needs of families and tourists is important to consider.”
Show societies presented feedback on the desire for improvement to their facilities which provide for key events and sport in the community. There were submissions from Nimmitabel, Cooma and Bombala show societies and community members. Issues such as communication with Council, process for grant funding applications, designing facilities that are fit for purpose and on-going maintenance and management were key issues raised.	The draft strategy recommends Council complete a masterplan for all show grounds in the LGA as a high priority. A plan will identify assets that require improvement and will assist with grant funding opportunities. A masterplan will also help council and the show societies understand how and when the infrastructure needs to be maintained and what it will cost.
Feedback from Jindabyne community members indicate that there is a lack of communication on the outcome of the Snowy SAP masterplan. There has been no up-date on which recreation projects will be delivered and by when. This includes upgrades to the Jindabyne foreshore path and parks which are well utilised asset.	Planning for the Jindabyne Lake foreshore has been undertaken by the Snowy SAP masterplan. The draft ROSS identifies the need to work with State Government throughout the delivery of recreation projects. This includes communication with our community and key interest groups.
Jindabyne Sports Ground Committee support the action to undertake a masterplan for John Connors Oval. The masterplan is needed to make sure the multi-purpose facility can accommodate the community’s needs. John Connors Oval is the only sporting field precinct in this area.	It is recommended that the priority rating of the John Connors Oval masterplan be changed from Medium to High. The Jindabyne Sports Ground 355 Committee are keen to pursue facility upgrades. A masterplan will help facilitate this process. The John Connors oval is the only sportsground for the Jindabyne sporting community and is shared by 6 community groups. The draft strategy identifies a gap in the provision of sporting fields and recommends a second field will be required for the sporting needs of Jindabyne. A second sporting field is not funded under the SAP masterplan and the timing is unknown. The masterplan will

SUBMISSIONS	SMRC OFFICER RESPONSE/ RECOMMENDATION
	facilitate project priorities for John Connors Oval that will cater for the growing population and guide the 7.12 developer contribution plan.
Cooma North Ridge Advisory Committee supports the action to complete a plan of management (PoM) for Cooma North Ridge Reserve (CNNR). There is the recommendation that Council clarify the difference between a masterplan and PoM. The PoM needs to address primary use of the trail within the reserve. The trail network is not designed for mountain biking as user conflict will be an issue.	As per the recommendation in the adopted regional trails masterplan, CNNR will require a plan of management to address the elements needed for operations and maintenance. Masterplans are dynamic longer term planning documents whilst a PoM provides the planning and management framework. It is recommended that on page 47 volume 1- change masterplan to plan of management for CNNRR.
Several submissions advocate for solar heating at Adaminaby pool.	The draft ROSS recommends completing a regional aquatic strategy to direct future investment for our pools.
Feedback from Cooma Colts indicates an increase in junior and women's league. The Club is keen to work with Council to find a larger playing area or use of the existing Cooma sporting fields such as Snowy Oval.	The draft strategy recommends working with the Cooma sporting clubs to find ways to consolidate and encourage a higher level of use from a multi-purpose sporting hub such as Snowy Oval.

RISK ASSESSMENT

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

Asset Management

The draft ROSS includes a framework for consideration of new recreation and open space facilities along with improvement to our existing network. The purpose of the framework is to ensure that Council does not end up with infrastructure that will be surplus to our needs and resourcing.

Economic Activity

The proposed guidelines and planning principles take into consideration recreation assets that will not only benefit the local community but also tourism. These facilities bring economic value to our local government area (LGA).

Environmental Security

The draft ROSS highlights the need for the completion of plans of management or masterplans for our major recreation facilities and reserves. A PoM will identify what needs to be done to protect environmental values of a particular site. The recreation planning principles and strategy objectives also guide the importance of environmental protection.

Financial Sustainability

A sustainable recreation network is identified as a key objective. Many actions focus on further review of our recreational land to ensure our limited resources are focused on areas that will be well utilised by the community.

Health and Safety

Safe and accessible are key objectives and planning principles identified in the draft ROSS. The design process for any recreation facility must ensure health and safety standards are addressed. The draft ROSS also identifies where some existing facilities fail to meet current Australian Standards for health and safety. The action plan addresses this by setting clear direction and project priorities across the LGA for further planning and auditing. A strategic approach to facility upgrade will be a more efficient use of available resources.

Legislative Governance and Compliance

The draft ROSS includes actions related to integrated planning and management. Further education on the project management framework will allow our community to understand how they can pursue their ideas for facility upgrade. Collaboration between relevant staff and stakeholders will ensure there is an effective model for communication and a consistent and transparent hierarchy of recreation projects driven by Council.

Reputation and Image

The completion of the draft ROSS aims to enhance the sustainability and liveability for our local community. The completion of the draft ROSS has equipped Council with key priorities to ensure the best outcome for the region. This will have a positive impact on our reputation and image.

Service Delivery

The draft ROSS provides a detailed delivery program for the next 10 years. The recommendations have carefully considered council resources and ongoing management of any new recreation facility.

FINANCIAL IMPACTS

The draft ROSS Project was delivered by staff. There were no funds allocated to the development of the strategy other than current staff salaries.

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

The completion of the ROSS is identified as an action in the 2022-23 Operation Plan and 2022-2026 Delivery Program.

IMPLEMENTATION PLANS

Once the Snowy Monaro Recreation and Open Space Strategy is adopted, the plan will be published to Council's web page within 28 days.

EXISTING POLICY/DECISIONS

The ROSS was identified as a high priority in the regional trails masterplan (2021). The draft ROSS was also identified as an action in the 2022-23 Operation Plan and 2022-2026 Delivery Program.

BACKGROUND

Council manages over 1,000 hectares of recreation land. This includes over 550 hectares of natural reserves and over 270 hectares of developed park land.

Over the next 20 years many towns within the region are expected to grow and change. The Purpose of developing the recreation and open space strategy includes the following key components:

- To assess the supply and demand of recreation facilities against current and future community needs
- Identify the issues and challenges
- Set key objectives and the actions required to address the issues
- Guide decision making and the delivery of sustainable and equitable recreation network located in strategic and accessible locations
- Provide a framework for future development and management of recreation and open space

The key outcomes of the draft ROSS were presented to Council at a briefing sessions held 27 October 2022 and 2 March 2023. The following summarises the key issues and outcomes of the project:

Project Scope

The strategy focuses on land and facilities managed by Council and available to the community and visitors for leisure, amenity, recreational activities and events. This includes public parks, natural areas, public reserves, aquatic facilities, sports grounds, and showgrounds.

Other types of infrastructure, such as public halls, urban footpath connections, Crown reserves (not under Council management) and Council operational land not used for recreational purposes, are not specifically covered in the scope of this strategy.

Methodology

The process of developing the strategy included the following:

- Data gathering and analysis of the current situation through a literature and policy review, demographic analysis and facility audit
- Stakeholder engagement involving an LGA-wide survey on recreation and targeted consultation with sporting clubs, groups, community groups, regional sports representatives and Council staff
- Recreation facility and open space audit that identified location, size, usage, hierarchy, issues and condition
- Recreational needs analysis to identify current and future shortfalls within the LGA's recreation facilities and open space
- Development of an action plan that identifies strategies and ongoing management, identifying priorities, funding sources and responsibility

Objectives

The following objectives set out what the strategy is seeking to achieve. They have been derived from community and stakeholder consultation and the facility audit results:

- Provide a recreation and open space network that is safe, accessible and inclusive
- Provide recreational infrastructure that is well utilised and connected
- Provide recreational facilities that are well-maintained and financially sustainable
- Ensure governance arrangements for management of and access to facilities are clear and simple
- Recognise the role of recreation assets for protecting areas of environmental and cultural value, and providing economic benefits in the region
- Improve the quality of recreational facilities to achieve the ambitions of key user groups

Current Situation

A facility audit was undertaken to understand the current provision of facilities across the region. The table below summarises the existing recreation facility provision per the identified category.

Facility Category	Number	ha
Sports Ground	14	44
Showgrounds	8	60
Parks	58	277

Facility Category	Number	ha
Natural Reserves	8	558
Linear Linkages	13	30
Undeveloped open Space	23	124
Indoor Sports Facility	2 (1 under construction)	
Aquatic Facilities	5	

Community Consultation

The following information summaries the community consultation undertaken as part of the development of the strategy and the public exhibition:

Date	Consultation type	Number engaged
Data Collection- Strategy Development		
August- October 2019	Online recreation needs survey	402
March-May 2022	Stakeholder interviews (sporting club/ groups, 355 committees, schools, internal staff)	90
Public exhibition- Draft Strategy Feedback		
March 20 2023	E-mail sent to stakeholders informing them of public exhibition	90 e-mails sent
30 April 2023	Cooma Drop in Session	9
4 April 2023	Jindabyne Drop in Session	5
5 April 2023	Bombala Drop in session	16
27 April 2023	Online information session (LGA wide)	12 registered, 3 attended

Key Actions

Recommendations of this study are presented as action items. The action plan has been developed with consideration to a priority rating. A high recommendation would ideally be undertaken in the next two to three years while medium (within six years) and low (six to ten + years).

It should be noted that funding of the strategy recommendations has not yet been included in the long term financial plan. Availability of resources will impact on the ability of the Council to deliver the recommendations in the strategy within any particular timeframe.

Some of the key recommendations include the following:

- Completion of masterplans – Showgrounds and major multi-use sites
- Development of a recreation control group - Internal communication

9.3.4 POST EXHIBITION - RECREATION AND OPEN SPACE STRATEGY

- Project management framework- education for both internal staff and community
- Develop style guides (Signage and facilities)
- Develop a new active transport and pedestrian access plan
- Review of undeveloped open space
- Update leases, licensees, charters and MoU agreements with 355 committees and user groups
- Adopt guidelines and planning principles
- Review local parks within the Cooma precinct
- Review opportunities for co-location and shared use

ATTACHMENTS

1. Draft Recreation and Open Space Exhibition Feedback Register *(Under Separate Cover)*
2. Draft Recreation and Open Space Strategy Volume 1 *(Under Separate Cover)*
3. Draft Recreation and Open Space Strategy Volume 2 *(Under Separate Cover)*

9.3.5 UPDATE TO DONATIONS AND SPONSORSHIP POLICY

Record No: I23/170

OFFICER'S RECOMMENDATION

That Council change the amount showing in section 8 (Unspent grants) of the donations and sponsorship policy from \$200 to \$50.

ISSUES

At the beginning of the year the issue of funds able to be retained by those awarded funding under the Boco Rock Community Enhancement Fund program was discussed by the committee and a decision made that the amount should be reduced from \$200 to \$50. This was to reflect improved responsibility in the dispersal and acquittal of funds.

It is recommend that Council reduce the current retainable amount from \$200 to \$50 in donations and sponsorships for consistency across the two programs, and support improved monitoring and review of acquitted funds for the purpose provided.

The attached policy has been amended to reflect this recommendation. It will not adversely impact the program currently underway.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Economic Activity	Low	Low	Yes
External Political Environment	Low	Low	Yes
Financial Sustainability	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes

Reputation and Image Risk

Practices that improve accountability in expenditure regardless of size supports a responsible approach to financial management which will reflect positively on Council.

Financial Sustainability

Improved management of donations and sponsorships funds will support Council's broader initiatives to improve budget and expenditure practices.

FINANCIAL IMPACTS

While there are no significant financial impacts the recommendation is designed to reflect a consistent approach of responsible financial management.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

Council may choose to retain or increase the current limit of funds that may be retained, however this is not recommended.

Council may choose to require any unspent funds returned. However the cost of implementing measures to secure the return of funds less than \$50 is expected to be greater than the return.

IMPLEMENTATION PLANS

Following adoption of the revised policy it will be published on Council's website, notified on the donations and sponsorship area on Council's website and applied to the current round of funding.

EXISTING POLICY/DECISIONS

The current [policy](#) was adopted on 17 March 2022 by resolution no. 63/22.

[The Local Government Act 1993, Section 356](#) sets out the requirements for financially assisting others.

22 February 2023 Boco Rock Community Enhancement Fund Committee decision BOC01/23, adopted the nominal amount of \$50 for retained surplus.

The Funding Support for Events policy does not include an acquittal of funds. The full amount of approved funds through this program are paid to the successful applicant at the conclusion of their event.

BACKGROUND

Each year Council approves funding to approximately 20 to 30 applicants in its donations and sponsorship program. There is potential for unspent funds to be unaccounted for or applied to projects or costs they weren't intended for.

Recent work in reviewing the Boco Rock Community Enhancement Fund program and donations and sponsorship programs indicated an enhanced approach to the follow up of approved funds was required. The main objective of the acquittal process is to ascertain if the funds had been acquitted according to the conditions of approval and returned if unspent. Changes to the attached policy:

- Updated to new policy template.
 - Item 8, change \$200 to \$50
 - Item 9, schedule amended. Dates have been removed.
The schedule for the funding may vary from time to time depending on operational requirements.
-

ATTACHMENTS

1. Proposed Donations and Sponsorships Policy



Policy

Donations and Sponsorships

Responsible portfolio	Strategy	Document Register ID	250.2019.501.4
Policy owner	Coordinator Governance	Review date	17 March 2025
Date of Council Meeting		Resolution Number	
Legislation, Australian Standards, Code of Practice	<p>The Local Government Act 1993, provides at Section 356 as follows:</p> <p>(1) <i>A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.</i></p> <p>(2) <i>A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.</i></p> <p>(3) <i>However, public notice is not required if:</i></p> <p>(a) <i>the financial assistance is part of a specific program, and</i></p> <p>(b) <i>the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and</i></p> <p>(c) <i>the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and</i></p> <p>(d) <i>the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.</i></p> <p>(4) <i>Public notice is also not required if the financial assistance is part of a program of graffiti removal work."</i></p>		
Aim	<p>Snowy Monaro Regional Council (SMRC) acknowledges the contributions made by not-for-profit community based organisations in the Local Government Area (LGA) and, where possible, commits limited funds to help these organisations achieve their objectives.</p> <p>The purpose of this policy is to:</p> <ul style="list-style-type: none">• establish a consistent, equitable and transparent response to requests for financial assistance;• ensure that all conforming applications received, are given equitable consideration for funding;• ensure that the funding of donations and sponsorship represents value for money to Council and the community; and• ensure that money provided by Council to community organisations are allocated in the most fair and reasonable manner.		

Scope

This policy applies to requests for financial assistance from not-for-profit community based organisations, groups and individuals that meet community needs and benefit residents in our community.

The purpose of the Donations & Sponsorship policy is to enable Council to support local projects and activities put forward by those organisations who offer a significant contribution to community outcomes and goals as outlined in the Community Strategic Plan. In doing so, financial assistance is to be provided in a consistent, equitable and transparent manner.

Policy

1 Eligibility Criteria

1.1 General

To be eligible for consideration to receive financial assistance, applicants must:

- Be an incorporated not-for-profit and/or charitable organisation, group or individual based or residing in the Snowy Monaro LGA ;
- Provide a budget (income and expenditure);
- Target the local community;
- Fit within Councils Delivery & Operations Program
- Have met any previous Council financial assistance acquittal requirements;
- Have no outstanding debts of any kind to Council; and
- Submit the application form by the applicable cut-off time and date.

In-kind support for the waiver of rates, fees, charges and goods is considered financial assistance within this policy and therefore may be eligible for consideration.

Donations & Sponsorship Management Process

1 Applications

The donations and sponsorships program is conducted annually. The application process sets out an equitable process for council to consider each application on its merits.

Applicants will need to re-apply each year, notwithstanding that they may have received assistance in previous years, except for the approved recurring donations (see 3).

All applications are to be completed on the provided forms. These can be accessed from the SMRC website or collected from one of the four office locations. Forms may be submitted electronically, posted or hand-delivered to any office location of SMRC.

2 Budget

\$50,000 per annum is allocated for a competitive round of donations. This sum excludes the payment of approved recurring donations (see 3).

This policy does not apply for donations and sponsorship requests for events funded from other sources.

3 Approved recurring donations

There are four categories of approved recurring donations. These are donations towards Australia Day events, schools presentation days, show events and race days.

Council may determine any additional categories or recipients that are deemed to be recurring.

3.1 Australia Day

There are two categories of Australia Day events: major and minor.

Major events

Equal funding of \$1,500 is allocated to Australia Day events in the three larger population centres. Funding a larger event is provided based on the largest population centre necessary to ensure less than 1 hours travel to the event from all towns and villages. Smaller population centres will be provided funding for a smaller event based on the eight recognised town/village locations across the LGA, upon request.

Minor events

The smaller population centres can request \$200 by email to Governance if they wish to hold an event.

3.2 Schools

Schools, recognised by the Department of Education and within the LGA, each receive \$100 to contribute to their end of year presentation day.

3.3 Major show events and race days

Major show events receive \$2,000 to cover DA fees, waste management and facility hire.

Race days receive \$2,000 to cover waste management and compost.

3.4 Hall reimbursement of rates

Council reimburses some halls for their rates. The reimbursements have been determined because the facilities are either located on parcels of land not owned by council or because of standing agreement. Each hall must email Governance the rate receipt before payment will be made.

3.5 Contribution to Yamaga Sister City Exchange program

Council provide further funding when the reserves have dropped below \$5,500, as the nominal amount determined to be provided to undertake an exchange or host and exchange.

4 Assessment

All applications received are assessed and scored by Councillors for consideration unless they declare a conflict of interest.

The applications will be considered on their respective merits and will be assessed in conjunction with all other requests received, against the following criteria relative to the amount of funding requested:

- Degree of benefit to the community aligned with the Community Strategic Plan;
- Amount of resident participation;
- Evidence of community support;

- Level of consultation and collaboration with other local groups;
- Whether the funding is for new and innovative community projects or programs;
- Consideration of future budget implications resulting from maintenance or asset management on new additions to council's facilities;
- Organisational capacity to deliver the program or project;
- Does the project address local issues by attempting to meet a community need or shortcoming;
- Previous financial assistance to the applicant and the reasons for that assistance; and
- Applicant's access to alternative sources of funding.

5 Approval

All requests for financial assistance will be considered by the elected Council who will be provided with a report on a yearly basis to consider which applications will be funded and to what amount.

6 Acknowledgement of Council's Contribution

Where feasible, recipients are requested to give public recognition and acknowledgement of Council's financial assistance on any related printed and/or promotional material in either hard copy or digital formats (e.g. social media, newspaper, event signage). Applicants can seek assistance from the SMRC Communications team to achieve this requirement.

7 Acquittal Requirements

To ensure financial assistance is used for the specified purpose, all recipients must submit acquittal reports to Council in accordance with the funding agreement. Acquittal of funds must be provided within 30 days of the completion of the event/project.

Governance team will provide acquittal forms for all successful funding applicants to complete.

8 Unspent Grants

Unspent funds exceeding \$50 are required to be returned to council in accordance with the funding agreement.

9 Privacy

Applicants should be aware that copies of applications for financial assistance may be included in a report to Council which will be published in the Council Business Paper and will be publicly available as well as being published on Council's website.

10 Timetable

Schedule	Action
2 weeks	Pre-advertise
6 Weeks	Applications open. Advertising commences and continues for the period the applications are open.
	Submissions close
2 weeks	Governance collate applications Councillors are provided with applications and score cards. Councillors return score cards to governance Governance collate returned score cards
4 weeks	Score cards and applications are published in business paper, of the next scheduled council meeting, for council's determination of successful application by resolution. Successful applicants advised, published on council's website, and funds distributed.
Ongoing	Acquittals provided by applicants within 30 days of event/project completion.

Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.

9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

Record No: I23/363

OFFICER'S RECOMMENDATION

That Council note the information on the donation requests to be determined at the meeting.

This is an information only report. A late report will be provided following assessment by the councillors of the applications against the criteria to allow for determination of the allocation of donations.

EXECUTIVE SUMMARY

Council's 2023 donations and sponsorship program opened 3 April, for a 6 week period, closing May 15 2023.

Council received 38 applications including 1 late application (received after 15 May). Late applications do not meet the eligibility criteria within Council's policy, but it has been included to ensure councillors are aware of the application.

Councillors have been provided with all applications on 30 May. Each application is considered in accordance with criteria in the donations and sponsorship policy. Councillor's scores will be collated and provided as a late report for final decision on funding allocation at the council meeting on 15 June 2023.

2023 Application Summary

	Total Donations and Sponsorship Budget	\$50,000.00	
	Total Amount Requested	\$151,371.77	*\$135,221.26

*total amount of requests less GST where applicable.

Application No #	ORGANISATION	REQUEST SUMMARY	Registered for GST Y/N	AMOUNT REQUESTED	Total amount after GST consideration
1	Lions Club of Jindabyne	The annual Easter event is a display of local, state and interstate artworks. It is an opportunity for local artists to display and sell their artwork	N	\$4,070.00	\$4,070.00
2	Hearing Voices Self-Help Support Group	The support group meets monthly in Cooma Library and is seeking funds to contribute towards supporting the group	N	\$1,000.00	\$1,000.00

9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

Application No #	ORGANISATION	REQUEST SUMMARY	Registered for GST Y/N	AMOUNT REQUESTED	Total amount after GST consideration
3	LAOKO - Looking After Our Kosciuszko Orphans	Seeking reimbursement for tip fees associated with the clean-up from the triage during the bushfires	N	\$360.54	\$360.54
4	Adaminaby Gold Club	Donation to reimburse the water and sewer invoice dated 1/4/2022	N	\$3,610.33	\$3,610.33
5	Nimmitabel Advancement Group	Seeking reimbursement for rates, water rates and waste fees that were overlooked in the BOCO funding in 2023	N	\$2,055.70	\$2,055.70
6	Delegate Presbyterian Community Church	Seeking reimbursement for water and sewer rates for 2023/2024	N	\$1,200.00	\$1,200.00
7	Snow Australia (Rob Kneller Youth Foundation)	Jindabyne Snow sale annual fundraiser for Action Sports Training. All monies raised at the Snow Sale are used to subsidise K-2 students at Jindabyne Central and Snowy Grammar Schools.	Y	\$11,000.00	\$10,000.00
8	Bombala Motocross Club - Marden Ride Park Inc.	Donation to help cover the cost of winter maintenance on the two ride park tracks	Y	\$2,000.00	*\$2000.00
9	Cooma Cats Football Club	Donation towards purchasing equipment, insurance costs and hire fees of Snowy Oval	N	\$2,300.00	\$2,300.00
10	Nimmitabel Advancement Group	Donation to assist cover costs for the monthly run Seniors Bingo	N	\$1,500.00	\$1,500.00

9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

Application No #	ORGANISATION	REQUEST SUMMARY	Registered for GST Y/N	AMOUNT REQUESTED	Total amount after GST consideration
11	Cooma Monaro Railway Inc.	Funds to purchase defibrillator machine to be located within the public accessible area of the station	Y	\$2,854.00	\$2,803.19
12	Snowy Mountains BMX Club	Seeking reimbursement for Development Application fees and other council costs during construction	Y	\$3,501.00	\$3,123.54
13	We Will Remember Them on Monaro Association	Donation for the collection and disposal of waste from memorial parks	N	\$1,000.00	\$1,000.00
14	Cooma Monaro Railway Inc.	Reimbursement of fees paid to Council for waste disposal and banner hire	Y	\$1,358.45	\$1,222.61
15	Delegate RSL Sub-Branch	Donation to assist with maintenance of the hall, including electrical work, painting, some structural repairs and tiling	N	\$9,115.00	\$9,115.00
16	Snowy Monaro Arts Council Inc. SMAC	Donation to assist with running costs of the concert "Arcadia Winds"	N	\$3,000.00	\$3,000.00
17	Lake Jindabyne Sailing Club	Donation towards the purchase of sailing training rigs for teens and beginners	N	\$1,828.03	\$1,828.03

9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

Application No #	ORGANISATION	REQUEST SUMMARY	Registered for GST Y/N	AMOUNT REQUESTED	Total amount after GST consideration
18	<i>Bombala Motorcycle Association Inc. - WITHDRAWN</i>	<i>To organise and deliver a fireworks event in Bombala, free for the general public. The event will be a fireworks display from ACT fireworks, with live folk music from local musicians and refreshments available in a sausage sizzle.</i>	—	—	—
19	Mitchell Power Memorial Quick Shear	Donation towards the event "Memorial Quick Shear" which raise money, awareness and support around mental health in rural areas	N	\$5,000.00	\$5,000.00
20	Bredbo Men's Shed	Funds to purchase a brush cutter and blower to assist with maintenance of the Bredbo Centennial Park and Bredbo Recreation Ground	N	\$1,108.00	\$1,108.00
21	Nimmitabel School of Arts	Donation to the printing of a book "Among the Poplars - The Story of the Bredbo, Colinton and Jerangle District"	N	\$1,650.00	\$1,650.00
22	Michelago Memorial Hall & Tennis Courts 355 Committee	Funds to purchase and install a dishwasher at the Michelago Memorial Hall	Y	\$3,167.00	\$2,858.80
23	JW Myotherapy	Funds to purchase a cold laser therapy device to provide the Snowy Region with an alternative treatment to provide a greater quality of life	Y	\$33,000.00	\$30,000.00
24	The Salvation Army Cooma	Donation to reimburse the cost of fees associated with hiring Council sites to place banners advertising the Red Shield Appeal	Y	\$500.00	\$450.00

9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

Application No #	ORGANISATION	REQUEST SUMMARY	Registered for GST Y/N	AMOUNT REQUESTED	Total amount after GST consideration
25	Rotary Club of Cooma	Donation to partly fund the 6th Cooma Country, Roots and Blues Music Festival	N	\$3,500.00	\$3,500.00
26	Bombala Chamber of Commerce	Donation to partly fund the Bombala Christmas Street Carnival	N	\$5,000.00	\$5,000.00
27	Jindabyne Cycling Club Inc.	Funds to purchase timing equipment for Jindabyne Spring Gravity Enduro Series	N	\$16,571.50	\$16,571.50
28	Monaro Community Radio Inc. (2MNO)	Seeking reimbursement for land, water and sewer rates for 2023/2024	Y	\$1,500.00	\$1,500.00
29	Berridale Tennis Club Inc.	Seeking reimbursement for land, water and sewer rates for 2023/2024	N	\$2,500.00	\$2,500.00
30	Snowy Mountains Care & Early Learning Centre	Donation to fund an Intergenerational Program "Expect Joy" which will engage 8 preschool children to travel to Snowy River Hostel with 3 educators	Y	\$5,500.00	\$5,000.00
31	Nimmitabel Public School	Seeking donation to cover the cost of waste and recycling fees	Y	\$1,487.32	\$1,352.11
32	Michelago Pony Club	Donation to partly fund the annual Michelago Pony Club Second Chance Sporting Gymkhana	N	\$1,100.00	*\$1,100.00

9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

Application No #	ORGANISATION	REQUEST SUMMARY	Registered for GST Y/N	AMOUNT REQUESTED	Total amount after GST consideration
33	Rosie O'Sullivan School of Dance	Donation to assist with the cost of hall hire fees to hold the annual dance concert	Y	\$1,388.10	\$1,261.91
34	Monaro Committee for Cancer Research (mcCr)	Donation to assist with the cost of hall hire fees and waste fees for two planned MCCR events.	N	\$5,674.80	*\$5,674.80
35	Marine Rescue Alpine Lakes	Donation to assist with solar power installation on the new off the grid storage facility for rescue vessels and training	Y	\$4,400.00	\$4,000.00
36	The Shepherd Centre	Support for one Snowy Monaro family providing early Intervention for children with hearing loss	Y	\$1,292.00	*\$1,292.00
37	Cooma Rugby Union Football Club	Snow Ball 2023	N	\$5,280.00	\$5,280.00
Late Application		Total		\$151,371.77	\$135,221.26
38	Monaro Family Support Services	Donation to support bolstering resources for the Toy Library and Playgroups	Y	\$5,450.55	\$4,955.00
		Total including late application		\$156,822.32	\$140,176.26

RESPONSIBLE OFFICER: Chief Strategy Officer

ATTACHMENTS

1. Lions Club of Jindabyne *(Under Separate Cover)*
 2. Hearing Voices Self Help Group *(Under Separate Cover)*
 3. LAOKO - Looking After Our Kosciuszko Orphans *(Under Separate Cover)*
 4. Adaminaby Golf Club *(Under Separate Cover)*
 5. Nimmitabel Advancement Group - Fees *(Under Separate Cover)*
 6. Delegate Presbyterian Community Church *(Under Separate Cover)*
 7. Snow Australia (Rob Kneller Foundation) *(Under Separate Cover)*
 8. Bombala Motocross Club *(Under Separate Cover)*
 9. Cooma Cats Football Club *(Under Separate Cover)*
 10. Nimmitabel Advancement Group - Bingo *(Under Separate Cover)*
 11. Cooma Monaro Railway - Defibrillator *(Under Separate Cover)*
 12. Snowy Mountains BMX Club *(Under Separate Cover)*
 13. We Will Remember Them on Monaro Association *(Under Separate Cover)*
 14. Cooma Monaro Railway Inc *(Under Separate Cover)*
 15. Delegate RSL Sub-Branch *(Under Separate Cover)*
 16. Snowy Mountains Arts Council Inc *(Under Separate Cover)*
 17. Lake Jindabyne Sailing Club *(Under Separate Cover)*
 18. Bombala Motorcycle Association - WITHDRAWN *(Under Separate Cover)*
 19. Mitchell Power Memorial Quick Shear *(Under Separate Cover)*
 20. Bredbo Mens Shed *(Under Separate Cover)*
 21. Nimmitabel School of Arts *(Under Separate Cover)*
 22. Michelago Memorial Hall & Committee *(Under Separate Cover)*
 23. JW Myotherapy *(Under Separate Cover)*
 24. The Salvation Army Cooma *(Under Separate Cover)*
 25. Rotary Club of Cooma *(Under Separate Cover)*
 26. Bombala Chamber of Commerce *(Under Separate Cover)*
 27. Jindabyne Cycling Club Inc *(Under Separate Cover)*
 28. Monaro Community Radio 2MNO *(Under Separate Cover)*
 29. Berridale Tennis Club *(Under Separate Cover)*
 30. Snowy Mountains Care & Early Learning Centre *(Under Separate Cover)*
 31. Nimmitabel Public School *(Under Separate Cover)*
 32. Michelago Pony Club *(Under Separate Cover)*
 33. Rosie OSullivan School of Dance *(Under Separate Cover)*
 34. Monaro Committee for Cancer Research *(Under Separate Cover)*
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9.3.6 DONATIONS AND SPONSORSHIPS APPLICATION SUMMARY

- 35. Marine Rescue Alpine Lakes (*Under Separate Cover*)
- 36. The Shepherd Centre (*Under Separate Cover*)
- 37. Cooma Rugby Union Football Club (*Under Separate Cover*)
- 38. Monaro Family Support Services - LATE (*Under Separate Cover*)

9.3.7 THREE RIVERS ESTATE - CONSTELLATION THEME ROAD NAMING PROPOSAL

Record No: I23/351

OFFICER'S RECOMMENDATION

That Council approve the Three Rivers Estate constellation theme road naming proposal to go to the Geographical Names Board for gazettal.

ISSUES

Four proposed new roads in a 36 lot community title subdivision require naming before a subdivision certificate can be issued. The constellation road-naming theme was proposed and endorsed by Council for Public Advertised as was a parallel Ngarigo words road naming proposal. The public advertising period is now complete without an objection for either proposal. One submission supporting the Ngarigo words proposal was received.

The issue is to select which proposal to go forward with, with the constellation road name theme chosen:

- The Ngarigo words proposal will require the process to select the fourth road name to restart as the original proposed name, Gunama, was rejected due to duplication. This will cause a delay of at least 3 months in finalising the Three Rivers Estate road naming proposal
- The Ngarigo words proposal received feedback in response to the business papers for the February 2023 Ordinary Council meeting that the approval for the names granted by the Bega Local Aboriginal Land Council Board may not be representative of views of some sections of the Ngarigo community
- The Constellation road naming theme has received no objections and has been pre-approved by the Geographical Names Board with names ready for formalisation

RISK ASSESSMENT

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

It is considered the risks associated with the name proposal are low.

FINANCIAL IMPACTS

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

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

Four road names previously proposed for the Three Rivers Estate development were based on Ngarigo words Gunama (Drive), Matruk (Close), Warragang (Close) and Bungadhung (Way). Gunama was not supported due to similarities to Kunama Drive in East Jindabyne. The remaining names were publicly advertised for 28 days.

Feedback was received in response to the business papers that the approval for the names granted by the Bega Local Aboriginal Land Council Board may not be representative of views of some sections of the Ngarigo community. To allow the subdivision to proceed if the names are not supported, the developer proposed additional names for consideration based on the constellation road-naming theme.

Both proposals have completed a parallel 28 day public advertisement period with no objections received to either proposal and one submission in support of the Ngarigo words proposal.

Due to the expected 3 month delay in selecting a fourth Ngarigo word to replace Gunama, the recommended option is the Constellation theme road-naming proposal.

IMPLEMENTATION PLANS

Formalise the road names through the Geographical Names Board Road Naming Online Portal when the roads are built with a subdivision certificate issued.

EXISTING POLICY/DECISIONS

Road naming is to adhere to the 2021 NSW Address Guidelines and User Manual. Link:

https://www.gnb.nsw.gov.au/_data/assets/pdf_file/0004/229216/NSW_Address_Policy_and_User_Manual_2021.pdf

BACKGROUND

A 36 lot community title subdivision for rural tourist accommodation has been approved under Development Assessment 010.2009.03000059.001 at Lot 1000 DP 1253446 Kalkite. This subdivision includes four new private roads that require naming under Geographical Names Board road naming guidelines.

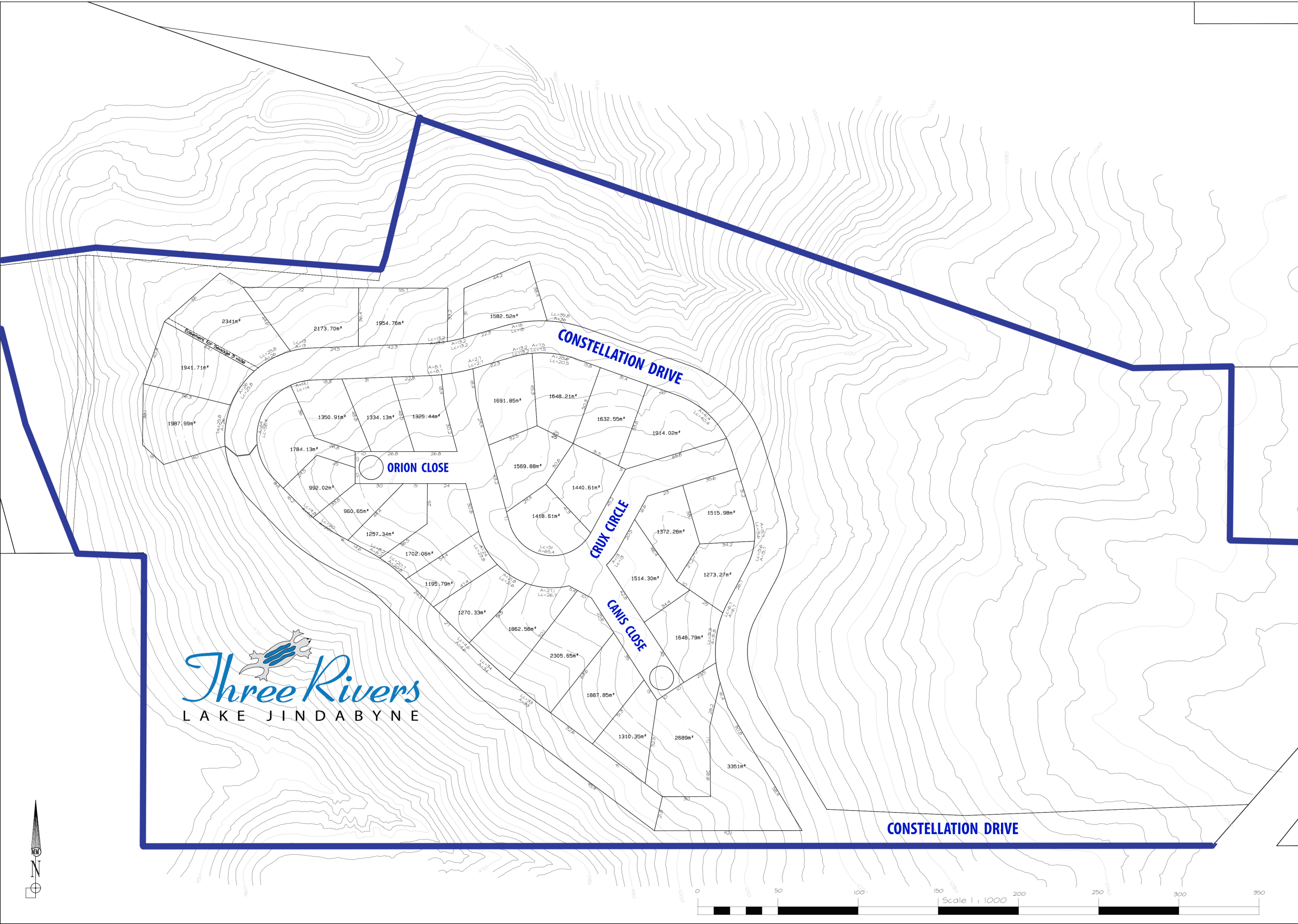
The developments proponent submitted a second road name proposal potentially to replace the Ngarigo words road-naming proposal detailed in the Options section of this report, with the four road names below proposed. This proposal is based on star constellations visible from the Southern Hemisphere and the Kalkite area:

- Constellation (Drive), identifying the theme of road names in this estate
- Orion (Close), named after Orion star constellation
- Canis (Close), named after Canis Major star constellation primarily visible from the Southern Hemisphere
- Crux (Circle), named after the Southern Cross which has the formal name of 'Crux '

This road-naming proposal was endorsed for public advertisement for 28 days and to go to the Geographical Names Board for pre-approval. Both actions are now complete with no objections to the constellations road naming theme and the names pre-approved by the Geographical Names Board meaning they can be, if approved by Council, formalised for use when the subdivision certificate is issued indicating completion of the roads. It should be noted that being private roads as part of a community title subdivision, the Geographical Names Board despite not require gazettal of the road names, rather formalisation for use.

ATTACHMENTS

1. Three River Estate Constellation theme road naming proposal
 2. Three Rivers Estate Locality Map
 3. Submission of support for Ngarigo words road name proposal
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From: Jim Johnston [REDACTED]
Sent: Thursday, 11 May 2023 10:39 AM
To: Records Snowy Monaro Regional Council
Cc: [REDACTED]
Subject: Submission on Proposed Road Names - Three Rivers Estate - Kalkite
- Notified in Monaro Post - Submissions Closing 31 May 2023

Dear Mr Bascom



I write in support of "Proposal Two" for road names, that is the use of Ngarigo words/ names for proposed roads

The Ngarigo people are the Traditional Custodians of the land on which we live and work and it is past time when this fact should be acknowledged

This is an important opportunity for Council to act in support of the Ngarigo peoples submission regarding proposed road names with action

It is especially important in this year of referendum on the Indigenous Voice to Parliament, for Council to not only support the Ngarigo Nation but be seen to be proactive with that support

Sincerely

Jim Johnston

Chairman - We Will Remember Them On Monaro Association

Regional Facilitator - Honour Our Fallen - Monaro

9.3.8 BOMBALA CARAVAN PARK UPGRADES PROJECT

Record No: I23/369

OFFICER'S RECOMMENDATION

That Council allocate an additional \$15,000 towards the Bombala Caravan Park upgrade project from the Crown lands reserve funds.

ISSUES

As outlined in the 2022/23 Operational Plan, Council is currently undertaking the Bombala caravan park upgrade project to address power supply, fire safety, stormwater and a dump point. The project is grant funded. When the electrician has gone to the caravan park to prepare for the planned upgrades, a number of non-compliance issues were identified. The most significant of these is the fact that no residual current device (RCD) protection is in place. This means if the power has a leak to earth it will not shut off the power, instead continuing to push power through the network. This is a safety risk to users of the facility, particularly as connections and disconnections to the power are often being made in outdoor environments, such as rainy and foggy weather and rely on electrical components supplied by the users, which are not managed to the same safety standards as required on worksites.

The current risk exceeds the accepted risk tolerances under the current risk management framework. The risk has been accepted by the CEO on the following basis:

- While the risk is extreme the likelihood of an incident occurring within the next six weeks is considered to be less than 1 in 100. This reduces the assessed risk exposure to medium.
- The reputational risk of closing the facility in the short term is high.

Overall the risk still remains outside the acceptable tolerances in the risk framework.

Should the Council not fund the works the risk represents what is considered to be an extreme risk and is not acceptable. An indefinite period of not addressing the risk would result in a higher likelihood of the risk being realised than a known period of when the RCD risk will be addressed. Therefore not funding the works would require the facility to be closed until it is brought into a safe state for users.

Work required to address the RCD is straightforward however will likely identify other infrastructure problems within the park. It is estimated that \$15,000 will cover both the RCD and resultant infrastructure problems.

Revenue raised from Crown reserve lands need to be expended on the reserve network. Previous earnings from the caravan park are available in the restricted cash reserve and this use meets the requirements to allocate funding towards the project. While the project is grant funded, this additional \$15,000 requirement will come from this restricted cash reserve. If no other issues are identified beyond the RCD, the \$15,000 will not be required and will stay in the restricted reserves, however this is considered unlikely.

RISK ASSESSMENT

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

If the facility continues to operate in its current state it will at some stage lead to a fatality. That fatality will lead to a workplace investigation and due to the known non-compliance and decision to continue to operate in an unsafe way for an indefinite period of time a significant penalty and legal action against those complicit would be expected. Such an event is likely to make national news and will definitely make regional news, with an impact on the credibility of the Council.

If the facility is closed then Council will not be able to provide this non-essential service, which triggers a medium risk under the framework.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost		
Estimated Annualised Net Cost		
Capital Investment	\$15,000	
Capital Funding Source	\$15,000	Crown land reserve

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

- 1) Continue to operate as is, without planning to address the RCD: The risk to do so is extreme and considered unacceptable.
- 2) Continue to operate as is but proceed to address the RCD as quickly as possible: the likelihood of an incident occurring within the next six weeks is considered to be less than 1 in 100. This reduces the assessed risk exposure to medium.

- 3) Close the facility: This will have an impact on Council's reputation and is considered unnecessary if the RCD is addressed as quickly as possible.

IMPLEMENTATION PLANS

Work will commence on rectifying the infrastructure as soon as the materials are available.

ATTACHMENTS

Nil

9.5.1 RESOLUTION ACTION SHEET UPDATES

9.5.1 RESOLUTION ACTION SHEET UPDATES

Record No: I23/349

OFFICER'S RECOMMENDATION

That Council note the resolution action updates.

This is an information only report.


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.

RESPONSIBLE OFFICER: Chief Strategy Officer

ATTACHMENTS

1. Updates to June Meeting - In Progress Actions

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council		

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/05/2023	106/23	Chief Financial Officer	Finance	19/06/2023	Y
Quarterly Budget Review Statement (QBRs) to 31 March 2023 That: A. The Quarterly Budget Review Statement for the quarter ended 31 March 2023 not be accepted and that the variations therein not be approved; B. A committee be formed of all Councillors and relevant staff to intensively review the report; and C. Come back to an Extraordinary Council meeting within two weeks of this date.					
Notes 30 May 2023 B - Committee workshop was held on Thursday 25 May 2023. C - Extraordinary Council meeting is scheduled for Thursday 1 June 2023.					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/05/2023	109/23	Coordinator Strategy Development	Strategy	19/06/2023	N
Post Exhibition Report - Land Use Strategies That: A. Item 9.3.3 Post Exhibition Report - Land Use Strategies be deferred pending further consultation with the community; and B. Provide costing for scenic overlay study.					
Notes 29 May 2023 No further consultation can commence until vacant strategic planning positions have been filled. Costings for a scenic landscape assessment have not yet been sought.					


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/05/2023	107/23	Coordinator Strategy Development	Strategy	19/06/2023	Y
Organisational Performance Report - April 2023 That Council: A. Note the progress outlined in the report. B. Change OP Action: 14.1.1.3 PROJECT: Establish a customer request management system to commence implementation of a customer request management system.					
Notes 29 May 2023 Current operational plan amended as per resolution - action completed.					

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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
11/05/2023	97/23	Coordinator Strategy Development	Strategy	12/06/2023	N
Snowy Monaro Regional Council's Draft Suite of Integrated Planning and Reporting Documents to be Placed on Public Exhibition That Council: A. Place the Draft Revised 2022-2026 Delivery Program, 2023-2024 Operational Plan, Draft Revised Long Term Financial Plan 2022-2032, Draft Revenue Policy 2023-2024 and Draft Fees and Charges 2023/2024 on public exhibition from 15 May to 12 June 2023. 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. D. Reschedule the Extraordinary Meeting scheduled for 1pm 22 June 2023 to 1pm 29 June 2023. E. Acknowledge the work of staff in developing the documents.					
Notes 29 May 2023 Public exhibition is still underway until 12 June 2023.					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/04/2023	79/23	GIS Administrator	Strategy	22/05/2023	N
Three Rivers Estate - Alternate Road Naming Proposal That Council endorse the proposed road names Constellation Drive, Orion Close, Canis Close and Crux Circle to: A. be publicly advertised for a period of 28 days. B. go to the Geographical Names Board for pre-approval.					
Notes 31 May 2023 The constellation themed road naming proposal for the Three Rivers Estate ends its public advertisement period on COB 31 May 2023. No objections have been received so far. A report recommending the constellation theme road naming proposal goes forward to the Geographical Names Board for formalisation is being prepared. 28 Apr 2023 The road naming proposal has been submitted for public notification and will appear in the Monaro Post for 28 days starting 3 May 2023. The road naming proposal has not gone to the Geographical Names Board for pre-approval. It will wait for the end of the public notification period when a decision is made on whether to proceed with the proposal.					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/04/2023	81/23	Economic Development Officer	Communications	22/05/2023	N
Polo Flat Master Plan and Industry Study That Council A. Accept the funding amount of \$227,272.68 (ex GST) under the NSW Government's Business Case and Strategy Fund; and					

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B. Allocate \$60,000 to the 2022/23 budget and the remaining \$167,272.68 to the 2023/24 budget.

Notes

31 May 2023

Funding deed executed and initial meeting with consultancy is underway.

28 Apr 2023

Awaiting funding agreement from funding agency.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/04/2023	94/23	Chief Workforce Officer	Workforce	22/05/2023	N

Consideration of the reappointment of the CEO

That Council

A. Support the current CEO to the conclusion of his contract; and

B. Commence the process of recruitment of a new Chief Executive Officer (Performing the role of General Manager)

Notes

31 May 2023

Draft position description and KPI's received by Mayor/councillors. Recruitment proposals have been received by six external agencies, with all councillors currently reviewing the proposals against selection criteria for short-listing and final selection.

01 May 2023

Position description, General Manager contract and CEO key performance indicators have been supplied to councillors for review and considered changes and updates. Feedback sought from six NSW councils who have undertaken executive recruitment within the past 2 years for their preferred recruitment providers. Three external executive recruitment agencies identified for shortlist as potentially suitable for recruitment of the CEO for Council.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/03/2023	63/23	Supervisor Civic Maintenance	Strategy	17/04/2023	N

Minutes from Management and Advisory Committees

That Council receive the minutes of the:

A. Cooma North Ridge Reserve Advisory Committee meeting held 23 November 2022 and ensure that SMRC share the following documents with the Cooma North Ridge Committee:

- Master trail plan
- Dirt Art MTB Trail Master Plan – Cooma – 2016
- Plan for the reconstruction of a second water tank
- Rehabilitation of the sourced area after tank spill.

B. Bombala Exhibition Ground Management Committee meeting held 14 December 2022.

Notes

01 Jun 2023

No further update.

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02 May 2023

No further update.

03 Apr 2023

No update.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/03/2023	51/23	Coordinator Land & Property	Operations	17/04/2023	N

Wombat Way Jindabyne- Transfer of a portion of Crown Road Reserve (unformed) to Council - Placement of underground Water & Sewer infrastructure to enable development

That Council make application to the Department of Environment (Crown Lands) for the transfer of part of the Crown road reserve (unformed) known as Wombat Way, located in Leesville area of Jindabyne – being the portion of Wombat Way extending from the Barry Way through to alignment with the western boundary line of Lee Avenue (reference image located within report body).

Notes

31 May 2023

No response to the tabled transfer request received as of yet from Crown Lands.

28 Apr 2023

A formal letter was issued to Crown Lands, requesting transfer of the initial section of the Crown Road known as Wombat Way to Council (context image included).

31 Mar 2023

The action will be initiated by Land & Property.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/03/2023	69/23	Chief Executive Officer	Executive Office	17/04/2023	N

11.1 - Foreshadowed Motion - Independent Audit

That an independent audit take place before consideration of developing a business case for the demerger of Snowy Monaro Regional Council is undertaken.

Notes

01 May 2023

No further update from staff.

31 Mar 2023

The CEO was advised on Friday 31 March that the Councillors had considered the scope of the proposed audit at a workshop on Thursday 30 March.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/02/2023	21/23	Chief Financial Officer	Finance	20/03/2023	N

Quarterly Budget Review Statement (QBRs) to 31 December 2022

That Council:

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- A. receive the Quarterly Budget Review Statement for the quarter ended 31 December 2022 and approve the variations noted therein.
B. receive a report on the establishment on a financial review committee.

Notes

26 May 2023

A scope was prepared and the request for tender was released Monday 15 May and closes 12 June.

01 May 2023

B - No action yet.

31 Mar 2023

B - No action yet.

02 Mar 2023

A - Has been completed with the budget adjustments imported into the finance systems. B - Has not commenced.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/02/2023	27/23	GIS Administrator	Strategy	20/03/2023	N

Road Naming Proposal for Three Rivers Estate subdivision

That Council endorse the proposed road names Matruk Close, Warragang Close and Bungadhung Way to:

A. be publicly advertised for a period of 28 days in the Monaro Post.

B. go to the Geographical Names Board for pre-approval.

Notes

31 May 2023

The Ngarigo words road naming proposal public advertisement period ended COB 31 May 2023. No objections have been received with one submission supporting the Ngarigo words road naming proposal.

28 Apr 2023

The road naming proposal has been submitted for public notification and will appear in the Monaro Post for 28 days starting 3 May 2023. The road naming proposal has not gone to the Geographical Names Board for pre-approval. It will wait for the end of the public notification period when a decision is made on whether to proceed with the proposal.

31 Mar 2023

An alternate road naming proposal has been put forward by the developer of the Three Rivers Estate. This proposal has been added to the April ordinary council meeting agenda. If approved by authorisers for inclusion in the meeting, it will be recommended to Council that the new proposal be publicly notified in parallel with the previously endorsed Ngarigo words naming proposal (for three of the estates four roads) with the intent being to use submissions to guide which proposal goes forward to the Geographical Names Board.

01 Mar 2023


Discussions are underway with the developer in regards to the fourth road name prior to proceeding with the public exhibition.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
30/01/2023	4/23	Coordinator Strategy Development	Strategy	1/03/2023	N

Resourcing Strategy Documents


That Council

A. Adopt the following documents:

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<ul style="list-style-type: none"> Asset Management Strategy Workforce Strategy Long Term Financial Plan <p>B. Develop an appendix to the assets management strategy identifying the buildings to be included in the capital improvements.</p>
<p>Notes</p> <p>29 May 2023 No further update.</p> <p>28 Apr 2023 Appendix for the asset strategy is still being developed - buildings have been inspected to undertake a condition assessment, which will inform the priority renewals. When financials of the revised LTFP become available, the revised asset management plans can be completed.</p> <p>31 Mar 2023 No further update.</p> <p>27 Feb 2023 Appendix for Asset Strategy is still being developed - buildings are currently being inspected to undertake a condition assessment which will inform the priority order.</p> <p>01 Feb 2023 Resourcing strategy documents published on Council's webpage. Additional appendix to be added to identifying buildings for capital renewals.</p>

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/12/2022	361/22	Manager Community Services	Operations	16/01/2023	N
Residential aged care update on divestment process and budget requirement for remainder of financial year That Council: A. Extend the residential aged care divestment due diligence period with Sapphire Coast Community Aged Care Services until 30 June 2023; B. Increase the Residential Aged Care operating budget by \$1,028,793 to cover the period January – June 2023, to be funded from Council's unrestricted cash and recouped over the next 2 financial years from asset renewal budgets; and C. Continue to lobby the federal government to provide funding support for operating deficit and capital improvements while working toward a regional solution that ensures the long term viability of residential aged care services in the Snowy Monaro.					
<p>Notes</p> <p>01 Jun 2023 A - No further update. B - Completed. C - No further update.</p> <p>01 May 2023 A - Councillors were provided with an update on 6 April 2023 and yet to finalise the divestment. B - Closed. C - Had a meeting with the Department of Health regarding this matter and are continuing to look at options moving forward.</p> <p>31 Mar 2023 A - Councillors will be provided with an update at an upcoming Councillor Workshop. B - Closed. C - No further update.</p> <p>02 Mar 2023 No further update.</p> <p>01 Feb 2023 No further update.</p>					

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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/11/2022	315/22	Team Leader Strategic Planning	Strategy	19/12/2022	N
Planning Proposal - Draft Comprehensive Snowy Monaro Regional Local Environmental Plan That Council A. Undertake a minimum of 56 days of consultation concurrently with the draft Land Use Strategies; B. Submit the planning proposal to the Minister of Planning for a gateway determination; and C. Proceed with further consultation on the planning proposal in the event the NSW Department of Planning and Environment issues a gateway determination.					
Notes 30 May 2023 A - Completed. Public exhibition concluded on 20 February 2023. B - Completed, awaiting response from DPE. Met with DPE on 14 February to discuss draft LEP, planning proposal and process. C - Noted and will action once a gateway determination is received. Land use strategies were reported to Council on 18 May, the deferral of these strategies is likely to lead to a delay in progressing the LEP. A meeting with DPE was held on 26 May to discuss these implications and delays. 26 Apr 2023 No further update. 31 Mar 2023 A - Completed, public exhibition concluded on 20 February 2023. B - Completed, awaiting response from DPE. Met with DPE on 14 February to discuss draft LEP, planning proposal and process. C - Noted and will action once a Gateway determination is received. A Councillor briefing will be held with Councillors on 27 April 2023 to provide an overview of feedback received and recommended changes. 23 Feb 2023 A - Completed, public exhibition concluded on 20 February 2023. B - Completed, awaiting response from DPE. Met with DPE on 14 February to discuss draft LEP, planning proposal and process. C - Noted and will action once a Gateway determination is received. 01 Feb 2023 A - Completed all face to face and online consultation (with the exception of Nimmitabel Show on 4th Feb), with the public exhibition period open until 20 Feb. B - Meeting scheduled Tuesday 7 Feb with DPE, with Gateway Determination expected at the end of Feb. 20 Dec 2022 A - Public exhibition is proceeding, ten in person community information sessions have been held along with two stakeholder workshops. Over 100 people have participated in the consultation sessions so far in the process. B - In consultation with DPE this is expected to occur in early 2023. C - Will occur once B is completed. 28 Nov 2022 A - Community consultation commenced on 21 November, due to a delay in mailing letters the consultation period will extend to 20 February 2022. B - Liaising with DPE and will submit planning proposal via the NSW Planning Portal. C - Noted, will await Gateway determination from DPE once B is completed.					

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/11/2022	322/22	Coordinator Land & Property	Operations	19/12/2022	N
Water and Wastewater Land Acquisitions - Bombala STP Upgrade - Change of Physical Position Needs That Council					

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- A. Proceed with acquisition of the following land, and interests in land, by compulsory process under the Land Acquisition (Just Terms Compensation) Act 1991 (NSW) by authority contained in the Local Government Act 1993 (NSW) for the purposes of the Bombala Sewerage Treatment Plant upgrade project:
- i) Lot 2 in Deposited Plan 1278691, being part of Lot 5 Section 42 in Deposited Plan 758129 and having an area of 256.9m²;
 - ii) An easement for drainage of sewerage over the site shown as 'E1 – PROPOSED EASEMENT FOR DRAINAGE OF SEWERAGE 3 WIDE' in Deposited Plan 1278691 affecting Lot 5 Section 42 in Deposited Plan 758129;
 - iii) A right of access over the site shown as 'E2 – PROPOSED RIGHT OF ACCESS 10 WIDE' in Deposited Plan 1278691 affecting Lot 5 Section 42 in Deposited Plan 758129.
- B. Agree that the terms of the easement shall be as shown on SCHEDULE A (referenced in report body);
- C. Agree that the terms of the right of access shall be as shown on SCHEDULE B (referenced in report body);
- D. Acknowledge that minerals are to be excluded from the acquisition;
- E. Acknowledge that the acquisition is not for the purpose of resale;
- F. Classify the acquired land (Lot 2 DP 1278691) as operational land in accordance with the Local Government Act 1993 (NSW);
- G. Make the necessary applications to the NSW Minister for Local Government and the NSW Governor to obtain consent for the stated land acquisition and interests.

Notes

31 May 2023

Amended scope of acquisition item needs to be finalised. Resolution of ALC aspects underway.

28 Apr 2023

No further update at this point.

30 Mar 2023

No further update at this point in time.

01 Mar 2023

No further update at this point in time.


29 Jan 2023

PWA have all documentation required to submit the OLG application as per the LAJTC Act; including the confirmed Minutes of the 17/11/22 Council meeting.

29 Nov 2022

Supersedes item D of Resolution 254/20 to enable Compulsory Acquisition prescribed process to move forward.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/10/2022	294/22	Coordinator Economic Development	Communications	21/11/2022	N
Future use of the Cooma to Bombala Rail Corridor That Council <ul style="list-style-type: none"> A. Support the continued planning for the Monaro Rail Trail from Queanbeyan to Cooma, and Bombala to Jincumbilly, including finalising the business case and potential lease discussions with TfNSW for those sections (noting this is not a resolution to apply for funding to construct the rail trail or enter a lease, but to commence discussion); B. Provide a written undertaking to Cooma Monaro Railway (CMR) that Council will agree to vary any future rail trail lease between Bombala and Jincumbilly (at no cost to CMR) to enable reinstatement of the rail line (at no cost to Council) should Stage 4 funding of the CMR Operational Business Plan (Version 2.3.2 August 2022) be received, and subject to Stages 2 and 3 of that Plan (ie Cooma to Nimmitabel) having been constructed prior to this; C. Not undertake to fund the cost of relocating the MRT if point B (above) eventuates; 					

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- D. Resolve to continue to work with all parties on continuing investigations of potential shared use arrangements, costings, feasibility evaluations, etc along the rail corridor between Cooma and Bombala;
 E. Inform state agencies (TfNSW, DRNSW) and federal and state members of Council's adopted position on this matter.

Notes

31 May 2023

A - Ongoing, new legislation has not been released. BCSD grant is funding continued planning for the Queanbeyan to Cooma section. Continuing to liaise with TfNSW regarding potential lease. B - Complete. C - Complete. D - Ongoing. E - Complete.

01 May 2023

No further update.

30 Mar 2023

A - Ongoing, new legislation that is due around March has not been released as yet. BCSD grant is funding continued planning for the Queanbeyan to Cooma section. B - Complete. C - Complete. D - Ongoing. E - Complete.

28 Feb 2023

A - Ongoing, with new legislation is due around March that will contain a framework regarding lease arrangements. B - Complete. C - Complete. D - Ongoing. E - Complete.

24 Jan 2023

A - Ongoing, with new legislation is due around March that will contain a framework regarding lease arrangements. B - Complete. C - Complete. D - Ongoing. E - Complete.

21 Dec 2022

A - Continuing to work on the business case with MRT Inc. Initial meeting held with TfNSW who advised a new legislation is due around March that will contain a framework regarding lease arrangements. B - Complete. C - Complete. D - Ongoing. E - Complete.

29 Nov 2022

A - Continuing to work on the business case with MRT Inc and beginning discussions with TfNSW regarding the lease. B - Complete. C - Complete. D - Ongoing. E - Complete.

31 Oct 2022

A - Continuing to work on the business case with MRT Inc and beginning discussions with TfNSW regarding the lease. B - At time of writing a letter is being drafted. C - Complete. D - Ongoing. E - At time of writing draft letters are under review.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/09/2022	259/22	Coordinator Economic Development	Communications	17/10/2022	N
MRT - Potential Construction Funding Grant Application - Foreshadowed Motion That Council A. Continue to provide in principle support to Monaro Rail Trail Inc; B. Request a comprehensive briefing from Cooma Monaro Rail Group to Council; C. Continue to work on the development of Queanbeyan to Cooma segment of the proposed rail trail and; D. That a report come back to Council to the next meeting.					
Notes 31 May 2023 No further update. 01 May 2023 No further update.					

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30 Mar 2023

A - Ongoing, with regular meetings with MRT Inc being undertaken. B - Complete. C - BCSD grant is funding the further development of the Queanbeyan to Cooma segment. D - Complete.

28 Feb 2023

A - Ongoing, with regular meetings with MRT Inc being undertaken. B - Complete. C - Complete. D - Ongoing. E - Complete.

24 Jan 2023

A - Ongoing. B - Complete. C - Ongoing. D - Complete.

21 Dec 2022

A - Ongoing. B - Complete. C - BCSD grant application successful. D - Complete.

29 Nov 2022

A - Ongoing. B - Complete. C - Still awaiting outcome of BCSD grant fund application. D - Complete.


31 Oct 2022

A - Ongoing. B - Complete. Briefing from CMR provided to Councillor briefing session on 6 October 2022. C - Awaiting outcome of BCSD grant fund application. Will be progressing discussions with QPRC and TfNSW on corridor leasing arrangements. D - Complete. Report provided to October meeting.

05 Oct 2022

A - Noted. B - Briefing to Councillors organised for 6 October. C - Noted. D - Report to be provided to October meeting.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/09/2022	241/22	Team Leader Strategic Planning	Strategy	17/10/2022	N
Planning Proposal - 56 Hilldowns Road, Kalkite That Council: A. Submit the planning proposal to the Minister of Planning for a gateway determination. B. Advise the Department of Planning and Environment that Council wishes to be issued with an authorisation to use its delegation for the planning proposal. C. Proceed with consultation on the planning proposal in the event the NSW Department of Planning & Environment issues a gateway determination.					
Notes 30 May 2023 A - Completed and a gateway determination has been received. B - Completed and this request was granted by DPE. C - Currently undertaking agency consultation on the planning proposal as per the gateway determination and awaiting the proponents to prepare further studies requested, Council staff have requested preparation of DCP for this site is undertaken by the proponent to support this planning proposal. Additional information has been requested from the proponent to address traffic concerns raised by Council and TfNSW. A meeting was held with the proponent on 17 May to discuss options to address Council and agency concerns. 26 Apr 2023 A - Completed and a gateway determination has been received. B - Completed and this request was granted by DPE. C - Currently undertaking agency consultation on the planning proposal as per the gateway determination and awaiting the proponents to prepare further studies requested, Council staff have requested preparation of DCP for this site is undertaken by the proponent to support this planning proposal. Additional information has been requested from the proponent to address traffic concerns raised by Council and TfNSW. 31 Mar 2023 A - Completed and a Gateway determination has been received. B - Completed and this request was granted by DPE. C - Currently undertaking agency consultation on the planning proposal as per the Gateway determination and awaiting the proponents to prepare further studies requested, Council staff have requested preparation of DCP for this site is undertaken by the proponent to support this planning proposal. 23 Feb 2023					

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A - Completed and a gateway determination has been received. B - Completed and this request was granted by DPE. C - Currently undertaking agency consultation on the planning proposal as per the gateway determination and awaiting the proponents to prepare further studies requested.

31 Jan 2023

A Gateway determination has been issued by the Department of Planning. A meeting was held on 12 January with the proponent to discuss next steps. Agency consultation is currently underway.

20 Dec 2022

A Gateway determination has been issued by the Department of Planning. Council staff are liaising with the proponent on next steps. Agency consultation is expected to occur in early 2023.

28 Nov 2022

No further update.

31 Oct 2022

A - Completed. B - Completed. C - Awaiting outcome of gateway determination from DPE and will action conditions as required. A meeting was held with DPE on 25 October and the proposal was discussed.

27 Sep 2022

A - Completed. B - Completed. C - Awaiting outcome of gateway determination from DPE and will action conditions as required.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/08/2022	217/22	Coordinator Land & Property	Operations	19/09/2022	N
Construction of NSW Rural Fire Service emergency operations centre in Cooma - land acquisition and access construction That Council A. Enter into an agreement with Snowy Hydro Limited (SHL) to enable progression of the future construction of an Emergency Operations Centre (EOC) on the land adjacent to Council's current holding of Lot 1 DP 832813; the key agreement elements being: i) Council to secure the land required to achieve legal & practical access to the intended EOC location via Geebung Street COOMA, through subdivision (boundary adjustment) by negotiation with the neighbouring landholder (Lot 2 DP 832813); ii) Council to construct suitable access road segment through to the intended SHL boundary, enabling access to both the future EOC site and reaching the boundary of SHL's residual landholding (indicative access path as per the report image); iii) Council to action the development approval process in relation to the specified access road segment; iv) SHL to transfer to Council approximately 2 hectares of land (part of SHL owned Lot 14 DP 250029) upon completion of the access road segment referred to in A ii). B. Proceed with the subdivision (boundary adjustment) actions as necessary in order to deliver the new access road segment as identified in A ii); C. Classify any land acquired, for both the new public access road segment and the intended gifted transfer from SHL of 2 Ha of land (part of Lot 14 DP 250029) related to the EOC construction in the Polo Flat area of Cooma, as operational land in accordance with <i>the Local Government Act 1993</i> ; D. Add the construction of the new access road segment for the EOC in Polo Flat area of Cooma to the capital works program within Council's 2022-2026 Delivery Program and 2022-2023 Operational Plan; E. Assign a budget of \$500,000 (capital project), with understanding that revenue from the intended land sale of Stage 3D Leesville Industrial Estate will provide the corresponding cost offset (linkage to Resolution 154/21 activities); F. Note that the other costs associated with the development and construction of the EOC will be borne by the NSW Rural Fire Service.					
Notes 31 May 2023 Meeting scheduled for 6 June 2023 between PWA, RFS and Council, specific to realistic timeline aims and sharing of reports ie ecologist and survey plus bushfire aspects. 28 Apr 2023 Collaboration with SHL, neighbouring landowner, RFS and others is in progress. Various elements continue to be refined.					

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30 Mar 2023 No further update. 01 Mar 2023 Awaiting feedback from landowner of Lot 2 DP 832813 as to in principle agreement to action 'land swap' (of approximately 85-90m2) for boundary adjustment proposal, to enable new public access road. Note: Endorsement of final concept design for intended new RFS/EOC building in progress (PWA on behalf of RFS). 29 Jan 2023 Next Project Control Group stakeholder meeting scheduled for 7/2/22. 29 Nov 2022 No further update at this point. 31 Oct 2022 Initial site meeting held on 17/10/22 with SHL and PWA. 03 Oct 2022 Project Control Group for EOC/Cooma Fire Control Centre (FCC) project initiated with RFS. 31 Aug 2022 A - D & F will be initiated. E - Completed.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/07/2022	189/22	Coordinator Land & Property	Operations	22/08/2022	N
Sewer Easement Request - Council Owned Lot 18 DP 255651 in Nettin Circuit area Jindabyne - Related to Subdivision Works Certificate 25.2021.220.1 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.					
Notes 31 May 2023 No further update at this point. 28 Apr 2023 Reiterate: A - Completed - applicant advised. B - In progress by applicant, CEO will execute required documentation at appropriate time. 30 Mar 2023 No further update at this point. 01 Mar 2023 No further update at this point. 29 Jan 2023 No further update at this point. 29 Nov 2022 No further update at this point. 31 Oct 2022 No further update at this point. 03 Oct 2022					

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No further update at this point.

31 Aug 2022

A - Completed - applicant advised. B - In progress by applicant; CEO will execute required documentation at appropriate time.

02 Aug 2022

The resolution actions will be initiated.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/07/2022	180/22	Project Specialist	Strategy	22/08/2022	N

Transfer of Grant Funding from Eucumbene Boat Ramp Project.

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.

Notes

26 May 2023

Awaiting work order to be created. Purchase order for restoration work on big trout to be first action to be done.

27 Apr 2023

Approval from Dept of Regional NSW received. Purchase orders to be raised ASAP.

23 Mar 2023

No further update.

01 Mar 2023

All required additional documentation forwarded to Grant Management Office. Awaiting approval.

01 Feb 2023

Budget and project plan submitted to Grant Management Office for approval.

23 Nov 2022

Request for Financial Information has been sent to Council staff. Awaiting response.

28 Oct 2022

Still awaiting formal response from Grants Management Office.

21 Sep 2022

Variation request submitted to Grants Management Office.

04 Aug 2022


Quotes underway, variation request to Stronger Country Communities Fund to be submitted before progressing.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/07/2022	190/22	Coordinator Land & Property	Operations	22/08/2022	N

Sewer Easement Request - Council Owned Lot 2 DP 748500 in Leesville area Jindabyne - Related to Subdivision Works Certificate 11.2000.3000067.1

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;

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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.

Notes

31 May 2023

No further update at this point in time.

28 Apr 2023

Reiterate: A - Completed - applicant advised. B - In progress by applicant, CEO will execute required documentation at appropriate time.

30 Mar 2023

No further update at this point.

01 Mar 2023

No further update at this point.

29 Jan 2023

No further update at this point.

29 Nov 2022

No further update at this point.

31 Oct 2022

No further update at this point.

03 Oct 2022

No further update at this point.

31 Aug 2022

A - Completed - applicant advised; B - In progress by applicant; CEO will execute required documentation at appropriate time.

02 Aug 2022

The resolution actions will be initiated.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/06/2022	161/22	Chief Operating Officer	Operations	30/09/2023	N

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.


Notes

26 May 2023

Final quotes for light installation to be sought in June.


01 May 2023

No further update.

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29 Mar 2023 Project planning for installation of streetlights in Jindabyne commenced. Contact made with Snowy Mountains Liquor Accord ahead of upcoming snow season to seek advice on further actions Council may undertake. 01 Mar 2023 Grant funding has been secured for additional street lights. 01 Feb 2023 Graffiti Management grant secured to enable installation of solar street lights in Jindabyne. Report to February meeting of Council to accept grant. 02 Dec 2022 No further update. 03 Nov 2022 Awaiting cost estimates from Essential Energy for additional street lighting. 07 Oct 2022 Inspection for street lighting undertaken. Confirming budget implications with Essential Energy. 06 Sep 2022 Arranging inspection of streets to identify preferred locations for additional street lighting. 03 Aug 2022 Contact made with Essential Energy to confirm process for additional street lighting once identified. Letter of support for CCTV received from NSW Police. 06 Jul 2022 Community safety meeting held with key stakeholders on 5 July 2022. Key actions identified to be worked on before reporting back to stakeholders.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/05/2022	129/22	Manager Water & Wastewater Operations	Operations	20/06/2022	N
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 proposed construction start date of January 2023. D. Actively seek additional funding streams for the project to be constructed.					
Notes 31 May 2023 No further update. 27 Apr 2023 Cooma Weir Construction is schedule for FY23/24. Further funding and council approval is required. 20 Mar 2023 No further update. 02 Mar 2023 No further update.					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
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01 Feb 2023 SECI has been finalised. Report has been issued and is now with ELT. 30 Nov 2022 No further update. 02 Nov 2022 No further updates. 07 Oct 2022 No further updates. 06 Sep 2022 No further updates. 03 Aug 2022 No further updates. 07 Jul 2022 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 May 2022 Meeting held with Leed to establish SECI working arrangement. Contractual arrangements being finalised currently.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/04/2022	95/22	Coordinator Land & Property	Operations	30/06/2024	N
Land Acquisition for Road Reserve Alignment - Micalago Road & Ryrie Street Extension, Michelago That Council <ul style="list-style-type: none"> 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>; 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 C. Classify the land acquired as operational land in accordance with the <i>Local Government Act 1993</i>. 					
Notes 31 May 2023 No further update at this point. 20 Apr 2023 Draft survey plan received and sent on to PWA and internally on 13 April 2023. 30 Mar 2023 Surveyor, Jack Atkinson, attending to the survey works over the next few weeks. 01 Mar 2023 No further update at this point. 01 Feb 2023 Surveyor to finalise survey report. 29 Nov 2022 Contractor engagement finalised in order for the survey plan of acquisition to be completed.					

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31 Oct 2022 No further update at this point. 03 Oct 2022 A - In progress, land acquisition process sequenced by PWA. B - To be actioned at the appropriate time. C - Completed. 31 Aug 2022 PWA engagement active to deliver matter. 26 Jul 2022 Matter sitting with PWA for delivery - No further updates. 05 Jul 2022 Matter sitting with PWA for delivery - No further updates. 30 May 2022 Engagement email sent to PWA - estimated delivery time from PWA 18-24 months. 04 May 2022 A to C - Matter to be referred to PWA for execution.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/03/2022	55/22	Coordinator Land & Property	Operations	31/10/2022	N
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 and Lot A DP 154400) known as the Bombala Showground into one allotment.					
Notes 31 May 2023 No further update at this point. 28 Apr 2023 No further update at this point. 28 Mar 2023 Copy of Proposed Plan requires signature by owner of 49 Caveat St to confirm agreement to boundary as shown on plan. (due to old system title entitlement to occupied land / 200mm beyond fence line) This will fulfil part of the LRS requisition. It has been established that the current owner on title has passed away. Further investigation to find executor underway. 01 Mar 2023 Surveyor addressing LRS requisition aspects. 29 Jan 2023 Surveyor update on LRS registration of Lot 15 DP 1285587 pending. Note: LRS Requisition Due Date currently listing as 17/3/2023. 29 Nov 2022 Surveyor responding to LRS requisition requests. 01 Nov 2022 Awaiting LRS registration of the plan of consolidation. 03 Oct 2022 No further update at this point. 31 Aug 2022					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
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No further update at this point.

26 Jul 2022

Plans & administration sheet lodged with LRS awaiting registration.

05 Jul 2022

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

30 May 2022

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

29 Apr 2022

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

01 Apr 2022

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

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/11/2021	284/21	Coordinator Land & Property	Operations	30/11/2022	N

Road Reserve Closure & Disposal - Dry Plains Road - Lot 6 & 7 DP 1018626

That Council

- 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;
- Approve transfer of ownership of the closed road reserve known as Lot 6 & 7 DP 1018626 to adjoining landholder, being the 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;
- 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.

Notes

31 May 2023

No further update at this point.

20 Apr 2023

Easement is now registered & solicitors are proceeding with the transfer of lots 6 & 7 to the adjoining landholders.

30 Mar 2023

Awaiting registration of the easement for power lines. Lodged by surveyor, with LRS in Jan 2023, No further update at this time.

01 Mar 2023

Requisition from LRS received by surveyor.

29 Jan 2023

Executed 88B and Admin Sheet for Dry Plains Rd easement provided to surveyor on 22/12/22. Surveyor instructed to that the 'Advice that Easement Has Been Created' confirmation form needs to be submitted back to EE once registered with LRS.


29 Nov 2022

No further update at this point.

31 Oct 2022

Advice received from Essential Energy that the easement matter has been allocated a project number to progress. Pending processing by EE.

03 Oct 2022

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Advice received from Essential Energy that 88B Instrument will need adjusting to meet EE terminology requirements. Updated 88B Instrument formatted by BMR, and advice has been sought from surveyor to ensure EE references are correct on survey plan documentation.

31 Aug 2022

Confirmation received that public road reserve element has been removed from title of both Lot 6 & 7 DP 1018626. B & C now able to progress.

26 Jul 2022

A - Gazette Notice for closure published 24/06/2022, Awaiting advice from Essential Energy for administration sheet mailing address. B - Dependant on resolution A being completed. C - All documents to date executed.

05 Jul 2022

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. B - Dependant on Res A being completed. C - All documents to date executed.

30 May 2022

Response from DPIE received able to progress with road reserve closure. Awaiting S88B Instrument for power line easement.

29 Apr 2022

No further update, still awaiting response from latest correspondence to DPIE.

01 Apr 2022

A - Response being drafted to DPIE addressing their concerns regarding connectivity of road reserve issue. Once this matter is cleared closure can proceed. B - Dependant on A being finalised. C - No further negotiations required at this stage, finalisation is dependent on Res A being completed.

02 Mar 2022

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. B - Dependant on A being finalised. C - Ongoing negotiations conducted due to easement creation, agreeance from land holder received.


24 Jan 2022


A - Awaiting response to Statement of Title Particulars lodged with LRS. Feedback from notifiable Authorities received and review being conducted. B - Dependant on part A being finished. C - Written agreement received from landholder.


16 Dec 2021

A - SOTP Lodged with LRS, notification sent to notifiable authorities & notice to be advertised in Monaro Post 05/01/2021. B - Dependant on Res A being finished. C - Written agreement received from landholder.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
26/08/2021	187/21	Coordinator Land & Property	Operations	30/06/2024	N
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					
Notes 01 Jun 2023					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council	<p>The acquisition process for the subject land, an area of approximately 7900sqm located on the eastern boundary of the Cooma Landfill site, continues.</p> <p>28 Apr 2023 No further update at this point.</p> <p>30 Mar 2023 Confirmation from PWA that no ALC nor Native title claim on the subject land.</p> <p>01 Mar 2023 No further update at this point.</p> <p>29 Jan 2023 No further update at this point.</p> <p>29 Nov 2022 Land search report received from Crown Lands' Aboriginal Land Claim Assessment Team (ALCAT), which indicates that no ALC impacts the land. National Native Title Tribunal (NNTT) register search confirms that no Native Title claim exists. Office of the Registrar for the Aboriginal Land Rights Act (ORALRA) search result is pending.</p> <p>31 Oct 2022 Engagement of PWA confirmed (28/10/22) in order to progress this matter.</p> <p>03 Oct 2022 Waste Manager has confirmed that internal budget transfer/allocation is imminent. Courtesy advice to PWA actioned, notifying that land acquisition engagement will be finalised in the coming weeks.</p> <p>31 Aug 2022 Awaiting Waste budget confirmation for this project piece, thus PWA engagement and commencement of acquisition process delayed.</p> <p>26 Jul 2022 No further update.</p> <p>05 Jul 2022 No further update.</p> <p>30 May 2022 No further update.</p> <p>29 Apr 2022 No further update.</p> <p>01 Apr 2022 No further update.</p> <p>02 Mar 2022 No further update - Awaiting budget advice for further progression.</p> <p>24 Jan 2022 No further update.</p> <p>16 Dec 2021 A - PWA Proposal received and being reviewed for approval. B - No action required. C - No action required. D - Dependant on 'A'. E - Dependant on 'A'.</p> <p>25 Nov 2021 A - Awaiting for estimation from PWA for acquisition works, should be received week ending 05/12/2021. B - No action required. C - No action required. D - Dependant on 'A'. E - Dependant on 'A'.</p> <p>14 Oct 2021 Contact made with PWA to initiate process.</p>	

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		Committee: Ordinary Council			
Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/07/2021	160A/21	Coordinator Economic Development	Communications	16/08/2021	N
How can Council best leverage the State Government's recently announced policy on temporary supportive accommodation That Council <ul style="list-style-type: none"> A. Continue to work with the NSW Government to identify any current opportunities. 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. 					
Notes 31 May 2023 No further update. 01 May 2023 No further update. 30 Mar 2023 A - Ongoing. B - Discussion paper not yet released. 28 Feb 2023 A - Ongoing. B - Discussion paper not yet released. 24 Jan 2023 A - Ongoing. B - Discussion paper not yet released. 21 Dec 2022 A - DRNSW draft Regional Housing Delivery Plan received and feedback completed. B - Discussion paper not yet released. 29 Nov 2022 A - Council will soon be receiving from DRNSW a draft Regional Housing Delivery Plan for review and feedback. B - Discussion paper not yet released. 31 Oct 2022 No further update. Still awaiting release of a discussion paper on temporary supportive accommodation from the NSW state government. 05 Oct 2022 Nothing further to report. 30 Aug 2022 Same as previous update – in progress. 25 Jul 2022 No further update. 05 Jul 2022 A - Land and Housing Corp are in contact with the Council planners in relation to their Cooma subdivision. B - Discussion paper not yet released and no indication of timeline for release. 31 May 2022 Same as previous update. 05 May 2022 Same as previous update. Nil further update. 05 Apr 2022 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.					

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03 Mar 2022

A concept is currently being developed and will be presented to Councillors for review when ready.

24 Jan 2022

No further update pending release of discussion paper.

24 Dec 2021

Nil further update.

03 Nov 2021

Same as previous update and likely to remain so for some time and timeline for release of the temporary supportive accommodation discussion paper is unknown.

12 Oct 2021

Discussion paper not yet released by the State Government. Continuing to support the State Government's research for development opportunities in Cooma.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/06/2021	153/21	Coordinator Land & Property	Operations	30/11/2022	N

Request to close part of Mittagang Road Reserve - Boundary Adjustment followed by Land Sale to Owner of Lot 2 DP 815248

That Council

- A. Approve to proceed partial road closure of Mittagang Road, being approximately 773m2, at the specified location, in accordance with the Roads Act 1993;
- B. Authorise the Chief Executive Officer to execute all necessary documents for the partial road closure and boundary adjustment;
- 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;
- D. Obtain an independent valuation of the 773m2 land area that is the subject of the boundary adjustment to guide sale price setting;
- 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
- F. Authorise the Chief Executive Officer to negotiate the sale price and execute any documentation required to complete the sale, at the appropriate time.

Notes

31 May 2023

No further update at this point.

28 Apr 2023

No further update at this point.

30 Mar 2023

88B instrument uploaded to planning portal for easement creation in favour of SMRC for infrastructure.

01 Mar 2023

No further update at this point.

29 Jan 2023

Purchaser's representative confirmed that the 88B instrument (to provide easement to benefit Council's public infrastructure needs) was uploaded to the Planning Portal on 13/12/23.


29 Nov 2022

Purchasing solicitor drawing up 88B instrument for easement creation (which will benefit Council's public infrastructure needs).


31 Oct 2022

Deposited Plan to create new lot (subject area of road reserve to be closed and sold) updated to reflect easement for the sewer infrastructure in place, with SMRC referenced as the benefitting authority.

03 Oct 2022

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<p>A - Survey plan and Admin Sheet received from applicant's surveyor on 29/9/22; CEO sign off of Admin Sheet actioned. Lodgement via Planning Portal to be completed by applicant's representative. 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 - Completed - valuation report received 1/8/22. E - Pending - To be completed at the appropriate time. F - Pending - To be completed at the appropriate time.</p> <p>31 Aug 2022 No further update at this point.</p> <p>02 Aug 2022 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 - Completed - valuation report received 1/8/22. E - Pending - To be completed at the appropriate time. F - Pending - To be completed at the appropriate time.</p> <p>06 Jul 2022 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>01 Jun 2022 No further update at this point.</p> <p>03 May 2022 No further update at this point.</p> <p>01 Mar 2022 A - The partial road closure of the relevant section of the Mittagang Road reserve is queued for processing. B to F - Cost and administrative arrangements to be finalised with Vision TPC (linked to owner of Lot 2 DP 815248) to deliver clarity for both parties involved.</p> <p>31 Jan 2022 No further update at this point in time.</p> <p>02 Nov 2021 No further update at this point.</p> <p>04 Oct 2021 No further update at this point.</p> <p>05 Sep 2021 No further update at this point.</p> <p>04 Aug 2021 Land & Property is in contact with the Landowner's Representative to progress mechanics and administration arrangements.</p> <p>04 Jul 2021 The resolution actions will be initiated.</p>		

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/06/2021	140/21	Manager Water & Wastewater Operations	Operations	30/06/2022	N
Delegate Water Treatment Plant Reservoir & Pump Station - Acquisition of Part Lot 1 DP 348134 Delegate - Acquisition of Easements - Application for Crown Licence That Council A. Authorise the CEO to: i. Negotiate the purchase under private treaty of part of Lot 1 DP 348134 Delegate or, if required;					

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03 Nov 2021
 No further updates.
28 Sep 2021
 No further updates.
30 Aug 2021
 Valuation of land has been received. Lawyers amending license following comments from Snowy Forests and SMRC.
02 Aug 2021
 Valuation done on land required and agreement and license being drawn up by BMR Lawyers.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/06/2021	154/21	Coordinator Land & Property	Operations	30/06/2023	N
Leesville Civil Works Progression to Enable Sale of Subdivision Section 3D (4 Lots) - Sale of Industrial Land That Council 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; 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; 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; 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 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.					
Notes 26 May 2023 No further update. 28 Apr 2023 A - In progress, with Roads/Infrastructure helming civil works delivery arrangements. B to E - To be actioned by Land & Property upon completion of civil works. 31 Mar 2023 No further update at this point. 01 Mar 2023 No further update at this point. 29 Jan 2023 No further update at this point. 29 Nov 2022 Notice of Arrangement finalised with Essential Energy - a requirement of the DA/conditions of consent to allow the subdivision registration to proceed. 31 Oct 2022 No further update at this point. 03 Oct 2022 No further update at this point in time. 31 Aug 2022 No further update at this point. 02 Aug 2022					

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No further update at this point.

06 Jul 2022

No further update at this point.

01 Jun 2022

No further update at this point.

03 May 2022

No further update at present.

01 Mar 2022

No further update at this point.

31 Jan 2022

No further update at this point in time.

02 Nov 2021

No further update at this point.

04 Oct 2021

No further update at this point.

05 Sep 2021

A - In progress, with Coordinator Project & Technical Support helming civil works delivery. B to E - To be actioned by Land & Property upon completion of civil works.

04 Aug 2021

Coordinator Projects & Technical Support progressing delivery arrangements for the expanded civil works.

04 Jul 2021

The resolution actions will be initiated.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/05/2021	120/21	Coordinator Economic Development	Communications	21/06/2021	N

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.

Notes

31 May 2023

No further update.

01 May 2023

Nil further update. OP action for next year.

30 Mar 2023

Nil further update. OP action for next year.

28 Feb 2023

Nil further update. Discussion paper still under preparation. Looking to incorporate this as an OP action for next year.

24 Jan 2023

Nil further update. Discussion paper still under preparation.

21 Dec 2022

Date From:

1/02/2018


Date To:

30/04/2023

IN-PROGRESS ACTIONS REPORT

Committee:

Ordinary Council



Nil further update. Discussion paper still under preparation.

29 Nov 2022

Discussion paper still under preparation.

31 Oct 2022

No further update.

05 Oct 2022

Nothing further to report.

30 Aug 2022

Same as previous update. Nil further update.

10 Aug 2022

Report underway.

25 Jul 2022

Coordinator Economic Development is working on a discussion paper regarding this issue, and aims to complete the paper later in the year.

05 Jul 2022

Same as previous update.

05 May 2022

A discussion paper is being prepared on this subject to be presented to the Council in due course.

05 Apr 2022

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.

03 Mar 2022

As above.

24 Jan 2022

No further update – can discuss with new Council but reviews of other region’s not showing benefit or buy-in to date.

24 Dec 2021

Nil further update.

03 Nov 2021

No further update.

01 Oct 2021

No further update.

02 Sep 2021

A report will be provided in due course once ideas presented in the Council briefing have been developed further.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/04/2021	79/21	Coordinator Land & Property	Operations	30/09/2022	N

Little Paupong Road

That Council

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.

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<div>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 road closing of these segments in accordance with the Roads Act 1993.</div> <div>C. Matter be brought back to Council for approval.</div>

Notes
26 May 2023
No further update at this point.
28 Apr 2023
On 26 April 2023 the surveyor advised that the relevant survey plan was in final stage of completion.
30 Mar 2023
Surveyor completed on ground works. Waiting for plan compilation and lodgement with LRS.
01 Mar 2023
No further update at this point.
29 Jan 2023
Surveyor completion of survey plan is imminent, in order to create road corridor over the subject section of the constructed road formally.
29 Nov 2022
No further update at this point.
31 Oct 2022
No further update at this point.
03 Oct 2022
No further update at this point.
31 Aug 2022
No further update at this point.
26 Jul 2022
A&B - Surveyor has been engaged to undertake works other Council works have been prioritised. B&C - No further update at this point
05 Jul 2022
No Further Update.
30 May 2022
A&B - Surveyor has been engaged to undertake works - Estimated delivery time is June (Other Council works have been prioritised). B&C - Draft for July Meeting started. (Delayed due to Infocouncil glitch)
29 Apr 2022
A&B - Surveyor has been engaged to undertake works - Estimated delivery time is June (Other Council works have been prioritised). B&C - Draft for June Meeting started.
01 Apr 2022
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. B&C - Report to be drafted for June Council meeting, requesting approval to close Crown road reserves.
02 Mar 2022
A&B - Application sent to Crown Lands for transfer of road reserve to Council, Crown advised intention to publish Gazette Notice in March. C - Once application is approved matter can be returned to Council
31 Jan 2022
No further update at this point in time.
16 Dec 2021
No further update
02 Nov 2021
No further update at this point.
04 Oct 2021

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Awaiting response from Crown Lands in relation to the application lodged by Council on 10/8/21.

17 Aug 2021

Application lodged 10/08 with Crown for transfer of Crown Road.

04 Aug 2021

No further update at this point.

04 Jul 2021

Arrangements to progress matter are being formatted by Land & Property.

06 Jun 2021

No further update at this point.

05 May 2021

The resolution actions will be initiated.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
15/04/2021	85/21	Coordinator Fleet & Plant	Strategy	31/01/2022	N

Council's Transition to Electric Vehicles and Low Greenhouse Gas Emissions Fleet

That Council

- A. Develop a project plan for the transition to EV or alternative fuel uses that reduce the emissions of Council.
- B. Write to the Premier seeking the NSW Government not implement taxes on environmentally friendly vehicles as this will create a disincentive to uptake.
- C. Write to LGNSW asking them to lobby the State government not to implement taxes on environmentally friendly vehicles as per B above.
- 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.
- E. Contact the Electric Vehicle Council to discuss becoming a site host for ESV chargers.

Notes

29 May 2023

No further update.

28 Apr 2023

Received correspondence from UGL reference construction licence. Licence to be issued in the near future which will allow the project to go to tender phase.

20 Mar 2023

No further update.

20 Feb 2023

No further updates.

01 Feb 2023

No further update.


23 Nov 2022

A&D - no further updates.


01 Nov 2022

A&D - no further updates.


06 Oct 2022

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
<p>A - The Fleet Management Procedure is driving fleet selections to minimise our environmental footprint by introducing new technologies where possible. Electric vehicles aren't an option due to a lack of infrastructure. B - The Government is committed to introducing a road user charge, completed. C - As per B, completed. D - Council has identified eight sites which are under investigation by Essential Energy to determine suitability.</p> <p>03 Aug 2022 No further update.</p> <p>06 Jul 2022 No further updates.</p> <p>24 May 2022 No further update.</p> <p>10 May 2022 No further update.</p> <p>29 Apr 2022 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. D - Co funding scheme is run as a reverse auction to subsidise identified Council funding. Currently not identified. E - Site hosting is currently being investigated.</p> <p>01 Dec 2021 No further update.</p> <p>12 Oct 2021 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 to gather information to allow for the various letters to be sent to cover the issues before Council in transitioning to electric vehicles. In the interim there are more hybrid vehicles entering the fleet, with these vehicles generally using about half the fuel of traditional combustion vehicles.</p> <p>30 Sep 2021 No further update.</p> <p>05 Aug 2021 No further update.</p> <p>30 Jun 2021 No further update.</p> <p>07 Jun 2021 No further update.</p> <p>06 May 2021 A&D - No further update.</p>		

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/12/2020	259/20	Manager Water & Wastewater Operations	Operations	30/04/2022	N
Bombala Sewerage Infrastructure Project - Relocation of Mahratta Street Pump Station and Bombala STP and Sewerage Infrastructure Budget Summary That Council: A. Approve installation of the Mahratta Street Pump Station at the option 2 site being north east of the skate park; B. Approve an additional budget of \$230,000 from the water and sewer reserve; and 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.					

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Committee: Ordinary Council			

Notes
31 May 2023
No further update.
27 Apr 2023
Received correspondence from UGL reference construction licence. Licence to be issued in the near future which will allow the project to go to tender phase.
20 Mar 2023
No further update.
02 Mar 2023
No further update.
01 Feb 2023
In discussions with UGL.
30 Nov 2022
No further update.
02 Nov 2022
No further update.
07 Oct 2022
No further update.
06 Sep 2022
No further update.
03 Aug 2022
No further updates.
07 Jul 2022
Heritage approval is causing a delay however GHD are continuing to push this and get the approval completed.
27 May 2022
GHD appointed to assist with approval processes required for the pump station construction.
25 Mar 2022
No further update.
20 Jan 2022
Updated REF for the project is nearing completion.
03 Nov 2021
Approval in Principal received on 28/10/2021.
28 Sep 2021
No further updates.
30 Aug 2021
No further updates from JHG.
02 Aug 2021
John Holland Group advised they will respond to us in the near future.
09 Jun 2021
No further updates.
04 May 2021
Application submitted to John Holland Group for construction approval and owners consent on heritage application.
30 Mar 2021

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
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Heritage advisor currently progressing with the Heritage exemption application.

02 Mar 2021

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.

24 Feb 2021

Action Item - Bombala Sewerage Infrastructure Project - Relocation of Mahratta Street Pump Station and Bombala STP and Sewerage Infrastructure Budget Summary.

02 Feb 2021

A - Council approved new location. Design work for new location has commenced. B - Complete. C - Complete.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/12/2020	254/20	Coordinator Land & Property	Operations	18/01/2022	N

Water and Wastewater Easement Acquisitions - Adaminaby and Bombala

That Council:

- 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;
- 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;
- 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;
- Application be made to the Minister for Local Government and the Governor to 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
- Authorise the CEO to sign any documentation required for the acquisition processes.

Notes

26 May 2023

Amended scope of acquisition item needs to be finalised. Resolution of ALC aspects underway.

28 Apr 2023

W&WW project management consultant working through with PWA to ensure all required parcels & interests in land are captured as part of the compulsory acquisition processing.

30 Mar 2023


No further update at this point.


01 Mar 2023


No further update at this point.

29 Jan 2023

As foreshadowed - PWA have provided a Project Change Request (Variation) due to significant scope creep (i.e. additional acquisition areas – due to various sections at Council which have different interests in the land) resulting in expanded service provision of the initial PWA engagement by W&WW. Review of these aspects is underway. Note: The mandated acquisition elements will likely require alteration (via resolution) to accurately reflect the true needs of Council's public infrastructure.

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council	<p>29 Nov 2022 'D' of Resolution 254/20 suspended by Resolution 322/22. PWA advice as to any material changes which impact the acquisition scope related to Adaminaby aspects is pending.</p> <p>31 Oct 2022 No further update at this point.</p> <p>03 Oct 2022 Due to positional changes as to the exact land sections being acquired (both easement & freehold), to meet Bombala Wastewater (sewage) needs, a refined resolution mandate will be required. Conferring with PWA prior to a further report to Council being initiated.</p> <p>06 Sep 2022 No further update.</p> <p>03 Aug 2022 No further updates.</p> <p>07 Jul 2022 No further updates.</p> <p>27 May 2022 No further updates.</p> <p>25 Mar 2022 No further update.</p> <p>20 Jan 2022 No further updates.</p> <p>03 Nov 2021 No further updates.</p> <p>28 Sep 2021 No further updates.</p> <p>30 Aug 2021 No further updates.</p> <p>02 Aug 2021 No further updates.</p> <p>09 Jun 2021 No further updates.</p> <p>04 May 2021 No further updates.</p> <p>02 Mar 2021 Acquisition of easements has commenced. PWA procured to undertake this acquisition.</p> <p>24 Feb 2021 Action Item - Water and Wastewater Easement Acquisitions - Adaminaby and Bombala</p> <p>02 Feb 2021 Process has commenced. PWA engaged to assist SMRC with the applications.</p>	

Date From: 1/02/2018 Date To: 30/04/2023		IN-PROGRESS ACTIONS REPORT		 SNOWY MONARO REGIONAL COUNCIL	
		Committee: Ordinary Council			
Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/11/2020	225/20	Coordinator Land & Property	Operations	31/08/2022	N
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: <ul style="list-style-type: none"> 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; 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 NSW Aboriginal Land Council, Lions International and the Rural Fire Service. 					
Notes 26 May 2023 No further update. 28 Apr 2023 No further update at this point. The level of communication from Crown Lands on this matter remains underwhelming. 30 Mar 2023 Further prompt sent again to Crown Lands on 6 March 2023 with no response to date. 01 Mar 2023 Further prompt to Crown Lands sent on 8/2/23 seeking outcome advice. 29 Jan 2023 No further update at this point. 29 Nov 2022 No further update at this point. 31 Oct 2022 Further prompt for "urgent" update on processing tabled to Crown Lands on 18/10/22. 03 Oct 2022 No further update at this point. 31 Aug 2022 No further update at this point - awaiting advice from Crown Lands. 02 Aug 2022 No further update at this point. 06 Jul 2022 Crown Lands update on 24/6/22: "It is still within the system for the changeover to take place. Process completion timeline is uncertain." 01 Jun 2022 Peak View Volunteer Bushfire Brigade Association provided their formal letter of request to the State to become the CLM for Reserve 56109 on 8/5/22. Crown Lands to advise when process has been formalised from their side. 03 May 2022 Crown Land reviewing Council's wish to relinquish the role of Crown Land Manager for Reserve 56109 – Peak View Memorial Hall. The Peak View Volunteer Bushfire Brigade Association Incorporated (INC2101407) wish to assume the role of CLM. 01 Mar 2022					

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A&B - Land & Property are endeavouring 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 consult is in action.

31 Jan 2022
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.

12 Nov 2021
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. Teena Paterson had recent chats with both Chris 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.

28 Sep 2021
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.

09 Aug 2021
No further update.

02 Jul 2021
No further update.

09 Jun 2021
No further update.

03 May 2021
Chris Reeks of Lions Club Cooma advised that there has been no further update regarding this funding.

28 Apr 2021
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.


26 Feb 2021
SMRC is waiting on advice from the Lions Club regarding their success in the grant before proceeding.

24 Feb 2021
Action Item - Peak View Hall.

02 Feb 2021
A - Completed. B - Discussions in progress

28 Jan 2021
Discussions are in progress.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/11/2020	228/20	Senior Project Manager	Strategy	31/03/2022	N
Strategy Review - Vale Street Land					
That Council defer the report to a later date following a councillor workshop.					
Notes					
26 May 2023					
Councillor Workshop booked for 6 July 2023.					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
<p>02 May 2023 Cooma office building reports due end of May - delays in subcontractors being available to inspect the building. Councillors workshop to be scheduled in June.</p> <p>31 Mar 2023 Cooma office building investigations are underway to prepare comparable quote including safety upgrades for inclusion in the business case. Site inspections underway 31 March 2023. , Proposal for discussion following ELT presentation May 2023 and settlement of audit and FSR considerations.</p> <p>01 Mar 2023 A building assessor and QS have been appointed for the current building.</p> <p>16 Jan 2023 No change as per previous update</p> <p>30 Nov 2022 Report to Council early 2023 as per previous update. Corporate Projects undertaking full quotation on existing building compliance upgrades as alternate option.</p> <p>02 Nov 2022 Additional meeting held with Colliers International with CEO, CSO and Mgr Corporate Projects 26th October 2022. Scope of works now complete. , Due to FSR, SRV and financial reporting this report and briefing will be presented to Council in early 2023.</p> <p>22 Sep 2022 Draft provided to CSO and CEO for review. Council briefing expected November 2022.</p> <p>24 Aug 2022 Consultants have provided 2 interim/draft reports to staff. Both reports have resulted in additional options requested to be included. The final development of those options is currently underway with a report due in early September. The reports include master planning (architectural studies) and real estate feasibility options.</p> <p>04 Aug 2022 Report due mid-August.</p> <p>06 Jul 2022 Colliers International and Cox Architects (ACT) reports due mid-July for review.</p> <p>01 Jun 2022 Colliers International have been engaged to assist with Civic Centre plans, which includes the review of the Vale Street land. , 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 Jan 2022 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 Dec 2021 No further update.</p> <p>30 Nov 2021 Two new staff commenced this week. This will allow tasks to be reassigned and allow this project to proceed.</p> <p>29 Nov 2021 Waiting on staff vacancies to be filled before strategy review to be undertaken.</p> <p>01 Jul 2021 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 May 2021 The closing date for expressions of interest to review options for the future use of the site have not yet closed.</p> <p>01 Apr 2021 Quotations are being sought to undertake a review of the options for development of offices on the Vale Street property. This will be critical in determining whether the site should be retained.</p> <p>02 Mar 2021</p>		

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Briefing completed in the Councillor Briefing Session on 04/02/21 with a Vale Street Property Workshop.

24 Feb 2021

Action Item - Strategy Review - Vale Street Land.

02 Feb 2021

Time has been scheduled in an upcoming Councillor Briefing Session for Councillors to discuss this issue.

27 Nov 2020

Time will be arranged for a fuller discussion on the options for the Council offices.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/11/2020	240/20	Coordinator Strategy Development	Strategy	15/12/2022	N

Bicentennial Garden/ Parks - Bombala

That Council:

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

Notes

29 May 2023

No further update.

28 Apr 2023

Has been added to the draft LEP heritage listings within SMRC LGA. Planning proposal for new draft LEP completed and public exhibition closed on 20 February 2023. Council is waiting gateway approval from NSW Planning.

31 Mar 2023

Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP completed public exhibition on 20 February 2023, Council is waiting gateway Approval from NSW Planning.

27 Feb 2023

Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP completed public exhibition on 20 February 2023.

27 Jan 2023

Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is on public exhibition until 20 February 2023.

22 Dec 2022

Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is on public exhibition until 6 February 2023.

22 Nov 2022

Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is on public exhibition until 6 February 2023.

28 Oct 2022


Has been added to the draft LEP heritage listings within SMRC LGA. Planning Proposal for new draft LEP is to be reported to Council in November 2023.

27 Sep 2022

To be added to the draft LEP heritage listings within SMRC LGA. LEP expected to be lodged in draft to NSW Planning mid-2023.


26 Aug 2022


To be added to the draft LEP.

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<p>03 Aug 2022 No further update.</p> <p>24 Jun 2022 To be included within the draft LEP by December 2022.</p> <p>24 May 2022 To be included in draft LEP by December 2022.</p> <p>29 Apr 2022 Process for heritage listing to be finalised through LEP process.</p> <p>25 Mar 2022 Process for heritage Listing to be finalised through the LEP process and Heritage NSW.</p> <p>24 Feb 2022 Process for heritage Listing to be finalised through the LEP process and Heritage NSW.</p> <p>29 Oct 2021 No further update - Process for heritage listing to be finalised.</p> <p>30 Sep 2021 No further update - Process for heritage listing to be finalised.</p> <p>30 Aug 2021 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 Jul 2021 No further update - Process for heritage listing to be finalised.</p> <p>01 Jun 2021 No further update - Process for heritage listing to be finalised.</p> <p>04 May 2021 C - Council's Heritage Advisor has prepared a report recommending the trees within the Park are heritage listed.</p> <p>07 Apr 2021 No further update.</p> <p>03 Mar 2021 C - Assessment completed, currently being reviewed by Council's Strategic Planning team.</p> <p>02 Feb 2021 C - Assessment completed, currently being reviewed by Council's Strategic Planning team.</p> <p>29 Jan 2021 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>
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/09/2020	167/20	Coordinator Land & Property	Operations	19/10/2020	N
Acquisition - Easement for Access Adaminaby Sewage Treatment Plant and Town Water Supply That Council:					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council		
<div><div>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>;</div><div>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 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>;</div><div>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>;</div><div>D. Classify the land as easement for access in accordance with the <i>Local Government Act 1993</i>;</div><div>E. Authorise the CEO to sign any documentation required for this Acquisition process.</div></div>		
Notes 26 May 2023 Amended scope of acquisition item needs to be finalised. Resolution of ALC aspects underway. 28 Apr 2023 W&WW project management consultant working through with PWA to ensure all required parcels & interests in land are captured as part of the compulsory acquisition processing. 30 Mar 2023 No further update at this point. 01 Mar 2023 No further update at this point. 29 Jan 2023 As foreshadowed - PWA have provided a Project Change Request (Variation) due to significant scope creep (i.e. additional acquisition areas – due to various sections at Council which have different interests in the land) resulting in expanded service provision of the initial PWA engagement by W&WW. Review of these aspects is underway. Note: The mandated acquisition elements will likely require alteration (via resolution) to accurately reflect the true needs of Council's public infrastructure. 29 Nov 2022 PWA advice as to any material changes which impact the acquisition scope is pending. 31 Oct 2022 No further update. 03 Oct 2022 No further update at this point. 06 Sep 2022 No further update. 03 Aug 2022 No further updates. 07 Jul 2022 No further updates. 27 May 2022 No further updates. 25 Mar 2022 No further update. 20 Jan 2022		

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No further updates. 03 Nov 2021 No further updates. 28 Sep 2021 No further updates. 30 Aug 2021 No further updates. 09 Jun 2021 No further updates. 30 Mar 2021 No further updates. 02 Mar 2021 Acquisition currently underway. 24 Feb 2021 Action Item - Acquisition - Easement for Access Adaminaby Sewage Treatment Plant and Town Water Supply. 02 Feb 2021 No further update. Dec 2020 No further update. Nov 2020 A to D - Acquisition process underway and being managed by the Water/Wastewater Team. A - This will take place when required. Oct 2020 A to D - Acquisition process underway. E - This will take place when required. Sept 2020 A to 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.
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/09/2020	176/20	Coordinator Land & Property	Operations	30/09/2022	N
Request for Easement Over Council Land in Cooma That Council A. Approve the request to create an easement for water supply over Lot 2 DP 224408 subject to: 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 B. Authorise Council's CEO to execute any documents necessary to register the easement.					
Notes 26 May 2023 No further update at this point. 28 Apr 2023					

<div><div>Date From:1/02/2018</div><div>Date To:30/04/2023</div></div>	<div>IN-PROGRESS ACTIONS REPORT</div>	<div>SNOWY MONARO REGIONAL COUNCIL</div>
<div>Committee:Ordinary Council</div>		
<div>No further update at this point</div> <div>30 Mar 2023</div> <div>No further update at this point.</div> <div>01 Mar 2023</div> <div>No further update at this point.</div> <div>29 Jan 2023</div> <div>No further update at this point.</div> <div>29 Nov 2022</div> <div>No further update at this point.</div> <div>31 Oct 2022</div> <div>No further update.</div> <div>03 Oct 2022</div> <div>No further update at this point.</div> <div>31 Aug 2022</div> <div>No further update at this point.</div> <div>02 Aug 2022</div> <div>No further update at this point.</div> <div>06 Jul 2022</div> <div>No further update at this point.</div> <div>01 Jun 2022</div> <div>No further update at this point.</div> <div>03 May 2022</div> <div>No further update at this point.</div> <div>01 Mar 2022</div> <div>No further update at this point.</div> <div>31 Jan 2022</div> <div>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 sought from Planning as to the application's progression.</div> <div>02 Nov 2021</div> <div>No further update at this point in time.</div> <div>04 Oct 2021</div> <div>No further update at this point.</div> <div>05 Sep 2021</div> <div>Email sent to the relevant landowner seeking an update on the survey aspects in order to progress easement registration.</div> <div>04 Aug 2021</div> <div>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.</div> <div>04 Jul 2021</div> <div>No further update at this point.</div> <div>06 Jun 2021</div> <div>Follow up with the landowner benefiting from the easement as to the licence status required,</div> <div>05 May 2021</div> <div>No further update at this point.</div>		

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31 Mar 2021 No further update. 01 Mar 2021 No further update. 02 Feb 2021 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. Nov 2020 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. Oct 2020 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. Sep 2020 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 will be sent to the CEO for execution when they are ready.
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Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
20/08/2020	146/20	Governance Officer	Strategy	1/09/2022	N
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.					
Notes 23 May 2023 The draft committee manual will be presented to SMT and ELT in June as part of the final consultation with internal stakeholders. Following this it is planned to hold a workshop with councillors in August prior to consultation with external stakeholders. 01 May 2023 Review of the draft document is currently underway, this includes consultation with relevant departments to provide their information to support of the committees. 03 Apr 2023 No further update. 02 Mar 2023 No further update. 01 Feb 2023 No further progress - date to be advised. 20 Dec 2022 No further update. A date for the manual to be sent to council will be determined in the new year. 24 Nov 2022 The manual is scheduled to be sent to council, with a date to be determined, in the new year. 02 Nov 2022 Further discussion with internal stakeholders to clarify support contact officers for open spaces and community facilities services. The workshop for councillors scheduled for November 2022 was convened in October. A date for the manual to be sent to council for adoption will be determined in the new year.					

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<p>06 Oct 2022 Discussion with staff developing the recreation and open space strategy has taken place to commence a review of relevant sections of the draft manual to ensure consistent advice and communications with the committees. The review will conclude after the presentation of the strategy to councillors at a workshop scheduled for November 2022.</p> <p>06 Sep 2022 No further progress since 04/08/2022.</p> <p>04 Aug 2022 Work has resumed updating the manual applying new style guide and updating GST management following discussion with finance staff.</p> <p>12 Jul 2022 No further update.</p> <p>02 Jun 2022 Process delayed due to ongoing vacancy in Governance team. Target date expected 1 September 2022.</p> <p>10 May 2022 Revision and consultation delayed due to vacancy in Governance team. Revised schedule to be provided following recruitment.</p> <p>09 Mar 2022 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.</p> <p>01 Apr 2021 No further update.</p> <p>24 Feb 2021 Action Item - Endorsement of SMRC Section 355 Manual</p> <p>19 Jan 2021 No further progress.</p> <p>26 Nov 2020 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 Nov 2020 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 Sep 2020 Documentation has been subjected to a final review and proof read prior to being sent out.</p> <p>31 Aug 2020 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>


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
16/07/2020	107/20	Facilities Officer	Operations	30/11/2022	N
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.					
Notes					


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<div><div><div>01 Jun 2023</div><div>Discussions being held with HealthOne as to creation of management group committee for finalisation and lodgement of subdivision.</div></div><div><div>01 May 2023</div><div>Waiting on surveyor to send final documents off for subdivision.</div></div><div><div>27 Mar 2023</div><div>Surveyor has received documents from Essential Energy.</div></div><div><div>23 Feb 2023</div><div>Final documents sent to Essential Energy for sign off.</div></div><div><div>24 Jan 2023</div><div>Agreement reached with Essential Energy as to inclusions required to show power easement. Awaiting updated plan from surveyor.</div></div><div><div>23 Nov 2022</div><div>Discussions continuing with Essential Energy as to requirements for easement. Surveyor considering disclaimer with 4m easement to cover the exact cable location. Work progressing with new Practice Manager of JMP as to formation of Building Management Committee once subdivision finalised.</div></div><div><div>31 Oct 2022</div><div>Further request from Essential Energy for easement location. Discussions ongoing with surveyor to finalise.</div></div><div><div>27 Sep 2022</div><div>Essential Energy have requested further detail for electricity easement on survey plan. Sent to surveyor for further discussion and update.</div></div><div><div>06 Sep 2022</div><div>No further update.</div></div><div><div>30 Aug 2022</div><div>Updated 88B sent to Essential Energy for sign off. Awaiting response.</div></div><div><div>26 Jul 2022</div><div>Awaiting updated 88B Instrument from lawyers.</div></div><div><div>01 Jun 2022</div><div>A - Complete. B - Pending: Awaiting internal response from Planning Department as to issue of subdivision certificate.</div></div><div><div>10 May 2022</div><div>Target date changed by Paterson, Teena from 30 November 2021 to 30 November 2022 - Adjusted timeline estimate.</div></div><div><div>04 May 2022</div><div>A - Building Management Statement signed by CEO. B - Plan of Subdivision awaiting review by Senior Council planners prior to establishment of Building Management Committee.</div></div><div><div>01 Mar 2022</div><div>A - Building Management Statement signed by CEO. B - Finalising Plan of Subdivision prior to establishment of Building Management Committee.</div></div><div><div>06 Sep 2021</div><div>Follow up query to Planning as to status of subdivision approval.</div></div><div><div>27 Apr 2021</div><div>Waiting on Subdivision Certificate approval.</div></div><div><div>25 Mar 2021</div><div>Subdivision Certificate and Modifications now lodged by Dabyne Planning.</div></div><div><div>02 Mar 2021</div><div>Discussions ongoing between Dabyne Planning and Kleven Spain Surveyors. Subdivision application forms submitted to CEO for signature.</div></div><div><div>24 Feb 2021</div><div>Action Item - Health One Facility, Jindabyne.</div></div><div><div>02 Feb 2021</div><div></div></div></div>		

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<p>A. Surveyor provided plans although further information still required. Waiting on information to be forwarded.</p> <p>27 Nov 2020 No further update</p> <p>27 Oct 2020 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 Sept 2020 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. B - Building Management Committee to be formed with HealthOne.</p> <p>26 Aug 2020 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. B - Building Management Committee to be formed with HealthOne.</p> <p>22 July 2020 A - Building Management Statement sent to Chief Executive Office for signing. B - Will work on creation of Building Management Committee once BMS signed.</p>

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
18/06/2020	80/20	Coordinator Land & Property	Operations	31/03/2022	N
Acquisition of Land - RFS Shed Michelago That Council A. Proceed with the compulsory acquisition of the Land described as part Lot 5405 DP 1244970 Land fronting Ryrie Street, Michelago between 369.945 Km and 370.000 Km and having an area of approximately 1,162.6m ² for the purpose of Rural Fire Shed in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> ; B. Make an application to the Minister and the Governor for approval to acquire part Lot 5405 DP 1244970 Land fronting Ryrie Street, Michelago between 369.945 Km and 370.000 Km and having an area of approximately 1,162.6m ² by compulsory process under section 186(1) of the Local Government Act 1993; C. Classify the land as operational land in accordance with the Local Government Act 1993; D. Note that this acquisition is not for the purpose of resale; and E. Authorise CEO to sign any documentation required for this Acquisition process.					
Notes <p>26 May 2023 Disappointingly TAHE are now seeking to both step away from the joint independent valuation & to elevate the acquisition base price by around 260% (\$11,500 inc GST to \$41,250 inc GST). A teleconference between both valuers has been convened to discuss the contents of each report with a view to reaching an agreed outcome.</p> <p>20 Apr 2023 The draft plan of acquisition was received from the surveyor and sent to PWA on 13 April 2023.</p> <p>30 Mar 2023 PWA authorised to proceed with agreement and on an agreed amount of \$11,500 to TfNSW in compensation for land. Awaiting Plan of Acquisition from Surveyor.</p> <p>01 Mar 2023 No further update at this point.</p> <p>29 Jan 2023</p>					

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<p>A - In progress. TfNSW have indicated that they will accept the valuation provided, accepting that this was a joint valuation instruction from SMRC & TfNSW. Formal letter of offer to be tabled by SMRC, as Acquiring Authority, to TfNSW in regards to compensation, per LAJTC Act. B - Pending completion of negotiations related to A. C - No action needed. D - No action needed. E - Ongoing as the acquisition process progresses.</p> <p>29 Nov 2022 Meeting held with TfNSW/TAHE 25/11/22 to address the TfNSW concern that the independent valuation (\$11,500) figure is too low. Council's position is that the valuation methodology has been applied correctly in line with the statutory public purpose aspects as required by the Just Terms Act. TfNSW to review further, with their response pending.</p> <p>31 Oct 2022 Council advocating (via PWA) for TfNSW to take a balanced approach to compensation given that the acquisition is for a RFS shed combined with the TfNSW's requirement for easement and covenants containing the subject land; the planned use is aligned with the highest and best use of the subject land for public utility/service purposes.</p> <p>03 Oct 2022 Valuation feedback received and in review.</p> <p>31 Aug 2022 Valuation actioned and payment for this service aspect approved. PWA progressing the matter.</p> <p>26 Jul 2022 A - Plans of Acquisition have been registered with LRS, valuation still to be completed. B - Dependant on A, C. No Action Needed.</p> <p>05 Jul 2022 A - No Further Update - PWA still awaiting valuation. B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>30 May 2022 A - No Further Updates. B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>04 May 2022 A - Awaiting valuation results, email sent to PWA requesting update for this matter. B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>01 Apr 2022 A - Awaiting valuation to be complete. B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>02 Mar 2022 B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>24 Jan 2022 A - SMRC reviewing PWA recommendation for valuation. B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>16 Dec 2021 A - PWA reviewing valuation service quotes. B - Awaiting completion of A. C - No Action Required. D - No Action Required. E - As Required.</p> <p>15 Sep 2021 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 Aug 2021 PWA advise project is still on track for deliver before end of year. PWA waiting for response from UGL Regional Linx.</p> <p>02 Aug 2021 Advice received from UGL Regional Linx takeover of John Holland - PWA advised acquisition should be complete before Jan 2022 take over.</p> <p>04 Jul 2021 No further update at this point.</p> <p>06 Jun 2021 No further update at this point.</p> <p>27 Apr 2021 No further updated at this stage.</p> <p>23 Mar 2021</p>		

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

02 Mar 2021

No further update.

24 Feb 2021

Action Item - Acquisition of Land - RFS Shed Michelago.

02 Feb 2021

No further update.

Nov 2020

A to C - This process will take approximately 18 months.

Oct 2020

A to C - Acquisition process underway. D&E - Will be adhered to throughout this process.

Sep 2020

A to C - Survey Plan Quote to be received shortly.

Aug 2020

A to C - Acquisition process underway. Research has to take place to find gazette notices, survey plans to be prepared etc. D&E - Will be adhered to throughout this process.


Jul 2020

A to C - Acquisition process underway. D&E - Will be adhered to throughout this process.

Jun 2020

A to C - The Acquisition process will begin, this is a lengthy process as all items take place under strict timelines. D&E - Complete.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/03/2020	55/20	Manager Infrastructure	Operations	30/12/2021	N
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.					
Notes 01 Jun 2023 No further update. 01 May 2023 No further update. 03 Apr 2023 No further update. 02 Mar 2023 No further update. 04 Jan 2023					

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After a desktop investigation of the proposed access site for purchase, it was noted that there is no obvious access to the Middlingbank Quarry from this site.

30 Nov 2022
Comment has been raised to the Infrastructure Team about a property that may be for sale which could allow access to the Middlingbank Quarry. This will be investigated.

02 Nov 2022
No further updates.

07 Oct 2022
No further update.

06 Sep 2022
No further update

03 Aug 2022
No further update

07 Jul 2022
No further action.

07 Jun 2022
No further update.

11 May 2022
No further update.

08 Feb 2022
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 Sep 2021
This action will be subject to a Council report for consideration in November 2021.

05 Jul 2021
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 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.

04 Jul 2021
No further update at this point.

06 Jun 2021
No further update at this point.


05 May 2021
No further update at this point.

31 Mar 2021
No further update.

01 Mar 2021
A - Negotiations continue with Manager Infrastructure spearheading discussions. B - Draft plan for right of access pending results of A. C to E - These actions will take place at the appropriate time.

24 Feb 2021
Action Item - Proposed Acquisition of Easement for Access to Middlingbank Quarry.

02 Feb 2021
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 finalised as soon as negotiations are completed.

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04 Dec 2020

A - Completed. B - Discussions are ongoing to decide the best approach for a permanent access.

23 Oct 2020

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. B - The process to secure permanent access will commence shortly. C - These actions will take place at the appropriate time.

24 Sept 2020

A - The agreement has been executed by both parties and Council is planning dates for access to the quarry to extract material.

26 Aug 2020

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. B - The surveyor has completed the survey for the easement for access subject to negotiation with the landowner. C - Council has engaged the surveyor and will be responsible for all costs. D - Further negotiations are required to understand if a permanent agreement for access to Middlingbank Quarry, through Mr Thomas's property is possible.

28 Jul 2020

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.

26 Jun 2020

A - Negotiations with landowners are ongoing. - B. Requests for quotations for survey have been advertised.

28 May 2020

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.


24 Apr 2020


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.

26 Mar 2020

Negotiations have commenced with the landowner.


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/03/2020	44/20	Coordinator Land & Property	Operations	31/12/2022	N
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.					
Notes 26 May 2023 No further update at this point. 28 Apr 2023 Further investigation as to historic use of the park (substantiation of memorial construction background), along with effort to source historic "sketch with papers roads 1900:564/29" referenced in parish map. 30 Mar 2023 Exploring new information from historic Gazette notice, gazetting that portion of land as severed land (Crown Land) for public recreation and water supply. Email sent to Crown Lands with historic document extracts - 30 March 2023. 01 Mar 2023					


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Committee: Ordinary Council	<p>No further update at this point. 29 Jan 2023 No further update at this point. 29 Nov 2022 LRS requires further investigation as to historic use of the park (substantiation of memorial construction background; additional disinterested witness declarations etc) to support any online lodgement of possessory transfer claim. 31 Oct 2022 No further update at this point. 03 Oct 2022 No further update at this point. 31 Aug 2022 No further update at this point. 02 Aug 2022 No further update at this point. 06 Jul 2022 No further update at this point. 01 Jun 2022 No further update at this point. 03 May 2022 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 Mar 2022 No further update at this point. 31 Jan 2022 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. 02 Nov 2021 No further update at this point in time. 04 Oct 2021 No further update at this point. 05 Sep 2021 No further update at this point. 04 Aug 2021 No further update at this point. 04 Jul 2021 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. 06 Jun 2021 Amended Application for Possessory Title lodged to include additional details of the Grants of Probate (as received from the Supreme Court of NSW). 05 May 2021 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>	


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<p>31 Mar 2021 LRS requested details of two disinterested persons willing to provide Statutory Declarations related to prior treatment & use of land in question; details of such provided (with permission) to Solicitors.</p> <p>01 Mar 2021 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>24 Feb 2021 Action Item - Acquisition by Possessory Title - Lot 16 Section 1 DP 1242 - Berridale Memorial Park</p> <p>02 Feb 2021 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>Dec 2020 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>Nov 2020 A - An email was sent to the local branch of the RSL asking for an update. B - To be completed upon acquisition of the land.</p> <p>Oct 2020 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>Sept 2020 Requisition on Title has requested an Old Title search which is currently being carried out by Crown Lands.</p> <p>Aug 2020 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>Jul 2020 The CEO has executed the documents.</p> <p>Jun 2020 Application is proceeding.</p> <p>May 2020 Documentation is being prepared to lodge an application for Possessory Title.</p> <p>Apr 2020 Council's solicitor is presently gathering all the evidence to lodge with the application for possessory title. A surveyor has been engaged to do a survey plan for identification purposes.</p> <p>Mar 2020 Council's solicitor has been requested to prepare the documentation.</p>


Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/11/2019	422/19	Coordinator Strategy Development	Strategy	23/12/2019	N
Managing Heavy Vehicles in Bombala Town Centre - Community Consultation That the matter be deferred for further consultation with the public including correspondence from the Bombala Chamber of Commerce.					
Notes 29 May 2023 No further update at this point. 28 Apr 2023					

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		Committee:	Ordinary Council
<p>No further update at this point.</p> <p>31 Mar 2023 On-site discussions with Mayor and staff have taken place. No further action at this point. Project is not identified within the 2022-2023 Operational Plan.</p> <p>27 Feb 2023 On-site discussions with Mayor and staff have taken place. No further action at this point. Project is not identified within the 2022-2023 Operational Plan.</p> <p>27 Jan 2023 On-site discussions with Mayor and staff have taken place. No further action at this point. Project is not identified within the 2022-2023 Operational Plan.</p> <p>22 Dec 2022 On-site discussions with Mayor and staff have taken place. No further action at this point. Project is not identified within the 2022-2023 Operational Plan.</p> <p>22 Nov 2022 On-site discussions with Mayor and staff have taken place. No further action at this point. Project is not identified within the 2022-2023 Operational Plan.</p> <p>28 Oct 2022 On-site discussions with Mayor and staff have taken place. No further action at this point.</p> <p>27 Sep 2022 On-site discussions with Mayor and staff have taken place. No further action at this point.</p> <p>26 Aug 2022 Some on-site discussions with staff and Mayor undertaken.</p> <p>03 Aug 2022 No further update.</p> <p>24 Jun 2022 This consultation work has not been planned for the 2022-2023 FY.</p> <p>24 May 2022 This consultation work has not been planned for 22/22 financial year.</p> <p>29 Apr 2022 This consultation work has not been planned for 22/22 financial year.</p> <p>25 Mar 2022 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 Feb 2022 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>29 Oct 2021 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 Sep 2021 No further update - Strategic Planning Team to seek additional information from Councillors.</p> <p>30 Aug 2021 No further update - Strategic Planning to seek additional information.</p> <p>02 Jul 2021 No further update.</p> <p>01 Jun 2021 No further update.</p> <p>04 May 2021 No further update - Strategic Planning to seek further information.</p> <p>01 Apr 2021</p>			

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council		
<p>No further update - Strategic Planning to seek additional information.</p> <p>03 Mar 2021 No further action at this stage.</p> <p>24 Feb 2021 Action Item - Managing Heavy Vehicles in Bombala Town Centre - Community Consultation.</p> <p>25 Jan 2021 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 Nov 2020 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 Nov 2020 No further update.</p> <p>25 Sep 2020 No further update.</p> <p>03 Sep 2020 No further update.</p> <p>01 Jul 2020 No further update. Consultation occurred from September 2019 to October 2019.</p> <p>01 Jun 2020 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•Info sent to SMRC customer service for any enquiries•SMRC website <p>27 Apr 2020 Working with Chief Communications Officer to establish a strategy for community consultation during the COVID-19 restrictions.</p> <p>24 Mar 2020 No further update.</p> <p>28 Feb 2020 Ongoing.</p> <p>03 Feb 2020 Ongoing.</p>		

Date From: 1/02/2018 Date To: 30/04/2023		IN-PROGRESS ACTIONS REPORT		 SNOWY MONARO REGIONAL COUNCIL	
		Committee: Ordinary Council			
Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/10/2019	389/19	Coordinator Land & Property	Operations	31/08/2022	N
Proposed Acquisition of Part Lot 6 DP 218752 for the Purpose of Road That Council, consistent with the guidelines contained within with the body of report, A. Authorise the General Manager to negotiate the purchase of 0.2542ha of lot 6 DP 218752; B. That Council be responsible for any additional costs including survey, legal fees, fencing; C. Authorise the General Manager to execute all necessary documents and affix Council's Seal if required; and D. Approach the plantation owners for a contribution towards the works prior to commencing the project.					
Notes 26 May 2023 No further update at this point. 28 Apr 2023 No further update at this point. 30 Mar 2023 No further update at this point. 01 Mar 2023 Registration of the boundary adjustment is anticipated to occur in the next few weeks. Landowner has been advised of status. 29 Jan 2023 Awaiting details from surveyor as to status. 29 Nov 2022 Follow up prompt to surveyor as to status of plan registration actioned on 11/11/22. 31 Oct 2022 No further update at this point. 03 Oct 2022 No further update at this point. 31 Aug 2022 No further update at this point. 26 Jul 2022 Awaiting communication from surveyor regarding Certificate of currency for requisition. 05 Jul 2022 No Further Updates - Surveyor to assess site on Friday 08/07/2022. 30 May 2022 No Further updates - Followed up with surveyor awaiting response. 04 May 2022 A - LRS requisition received, awaiting surveyor to address requisition. B - Council will pay engaged surveyor and solicitor. C - To date all required documents have been executed. D - As per previous updates in 2020, the plantation is not impacted by the project therefore no contribution will be paid. Complete. 01 Apr 2022 No Further Update. 02 Mar 2022					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council	<p>A - Awaiting LRS registration of plans to allow for land ownership to be transferred. B - Council will pay engaged surveyor and solicitor. C - To date all required documents have been executed. D - As per previous updates in 2020, the plantation is not impacted by the project therefore no contribution will be paid. Completed.</p> <p>24 Jan 2022 Subdivision Application (DA) approved. Plans to be registered with LRS.</p> <p>15 Dec 2021 Awaiting Subdivision Application approval.</p> <p>14 Oct 2021 Subdivision Application lodged with Planning.</p> <p>28 Sep 2021 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 Aug 2021 Subdivision application & administration sheet awaiting signature from landholder, once received subdivision application to be lodged with SMRC.</p> <p>02 Aug 2021 Mortgage has been released from lot as per title search, admin sheet and subdivision certificate application awaiting signature from landholder to proceed.</p> <p>04 Jul 2021 A to 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 Jun 2021 No further update at this point.</p> <p>05 May 2021 No further update at this point.</p> <p>31 Mar 2021 No further update.</p> <p>01 Mar 2021 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>24 Feb 2021 Action Item - Proposed Acquisition of Part Lot 6 DP 218752 for the Purpose of Road</p> <p>02 Feb 2021 A to 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. D - A letter was sent to the plantation owners who responded to say that they declined to contribute to the project.</p> <p>Nov 2020 A to 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. D - Letter has been sent to Plantation Owners.</p> <p>Oct 2020 A to 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. D - Letter is being prepared for the plantation owners requesting that they contribute to the works.</p> <p>Sept 2020 A to 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. D - Nearby plantation owners to be approached in writing seeking contribution to the purchase.</p> <p>Aug 2020</p>	

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
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A to 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. A - Council has paid for survey and legal fees will be paid upon receipt of invoice. B - Documents will be signed by the CEO when appropriate. C - Plantation owners are not affected and therefore will not be asked for a contribution.

Jul 2020

Council is currently waiting on the subdivision certificate so that the plan can be registered prior to settlement.

Jun 2020

Council's solicitor has been asked to produce the contracts. Application for subdivision certificate has been submitted. A - Purchase price has been negotiated and agreed by both parties. B - This acquisition does not affect the plantation owners.,

May 2020

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.

Apr 2020

Council's solicitor is organising the contract and it is anticipated that exchange will take effect within the next month.

Mar 2020

MOU has been returned to Council and Council's solicitor has been asked to arrange a contract.


Feb 2020

MOU with property owner, waiting return of same.

Jan 2020

Staff have spoken to land owner and are waiting for a written response.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
19/09/2019	343/19	Coordinator Land & Property	Operations	30/11/2023	N
Proposed Compulsory Acquisition of Part Lot 7002 DP 1028529 Crown Land Travelling Stock Reserve That Council 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; 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; 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; 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; 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; 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 G. That upon acquisition the acquired Property is dedicated as road following gazettal of the acquisition.					
Notes					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
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26 May 2023
No further update at this point.

28 Apr 2023
No further update at this point.

30 Mar 2023
Plan of survey registered with LRS - Nov 2022, Public Works Advisory (PWA) is progressing the compulsory acquisition, from the Crown, of the section of land over which Dalgety Road is constructed, traversing Lot 7002 DP 1028529. Public Works Advisory (PWA) will undertake the necessary negotiations and preliminary dealings required to accomplish Council resolution 343/19, PWA have submitted the OLG application on 31/03/2023 which provides the Ministers/Governors consent to acquire the land and to publish the acquisition notice in the government gazette, this should take 3 months to process.

01 Mar 2023
No further update at this point.

01 Feb 2023
No further update this point.

29 Nov 2022
Survey Plan has been completed. Plan has been registered with LRS (DP 1285419). Application to Crown Lands for 'No Objection to PAN' to be submitted, as part of the prescribed Compulsory Acquisition process.

31 Oct 2022
Surveyor has an impasse with LRS registering the plan. Surveyor following up as priority. PWA aware of the circumstances.

03 Oct 2022
No further update.

31 Aug 2022
No further update at this point.

26 Jul 2022
No Further Update.

05 Jul 2022
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.

30 May 2022
No Further Update.

04 May 2022
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.


01 Apr 2022
No further update.

02 Mar 2022
No further updates.

24 Jan 2022
No Further update.

16 Dec 2021
No Further update.

15 Nov 2021
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.

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20 Oct 2021
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 toward Office of Local Government application. C - Waiting on B. D - Waiting on C. E - Waiting on D.

17 Aug 2021
Native Title Search Received & email stating no objection to acquisition process from Bega LALC, request for adjustment to land claim sent to ORALRA by ALC.

04 Aug 2021
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.

04 Jul 2021
No further update at this point.

06 Jun 2021
No further update at this point.

27 Apr 2021
Draft plans have been produced and are being reviewed by relevant staff and key delivery consultants.

25 Mar 2021
Survey Plan being prepared with the aim for Deposited Plan Administration Sheet for signing early April.

04 Mar 2021
No further update at this point in time.

02 Feb 2021
A - Quotation for Public Works Advisory has been approved and PWA has been asked to proceed.

Nov 2020
A to 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.

Oct 2020
A to 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.

Sep 2020
A to G - Currently waiting on a reply from the NSW Aboriginal Land Council.

Aug 2020
A to G - This acquisition has been placed on hold while further investigations through Local Land Services and Aboriginal Land Council are carried out.


Jul 2020
A - Council is waiting on the survey to be completed. B - When the survey plan is received the application to the Minister and the Governor will be made. C - PANs will be served after the Minister and Governor's consent is received. D - Gazettal will take place after consent of the Minister and the Governor is received. E - Valuation has been requested from the Dept of the Valuer General for land to be acquired without consent. F - Documents will be sent to the CEO for execution when appropriate. G - Upon acquisition the acquired property will be dedicated as road.

Jun 2020
Surveyor is presently carrying out the work.

May 2020
Surveyor advised that he will commence the survey in the next week.

Apr 2020
Surveyor has been engaged and expects to commence the survey in the immediate future.

Mar 2020
The NSW ALC has requested a survey plan be provided prior to proceeding. Quotations are currently being sought for the survey.

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Feb 2020

The NSW Aboriginal Land Council has given consent in principal and is waiting on a survey plan.

Jan 2020

Currently waiting on survey plan.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
17/04/2019	151/19	Property Officer	Operations	28/02/2023	N
Consolidation of Reserve no. 530002 Centennial Park and Lot 6 DP 758280 Cooma Visitors Centre as one Crown Reserve for General Community Use That Council 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. B. Relinquish Licence LI 453017 for the use of the Cooma Visitors Centre when Lot 6 DP 758280 is added to Reserve 530002.					
Notes 25 May 2023 No further update. 26 Apr 2023 No further update. 23 Mar 2023 No further update. 28 Feb 2023 No further update. 30 Jan 2023 No further update. 23 Nov 2022 No further update. 01 Nov 2022 No further update. 26 Sep 2022 No further update. 23 Aug 2022 No further update. 01 Aug 2022 No further update. 28 Jun 2022 No further update. 31 May 2022 No further update. 02 May 2022 No further update. 04 Apr 2022					


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No further update.
23 Feb 2022
No further update.
13 Dec 2021
No further update
15 Nov 2021
No further update.
19 Oct 2021
No further update.
28 Sep 2021
No further update.
01 Sep 2021
No further update.
05 Aug 2021
Update from Crown Lands - Due to the differing reserve types Crown Lands have decided the 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.
04 Aug 2021
Followed up with Crown Lands. Awaiting a response.
04 Jul 2021
No further update at this point.
06 Jun 2021
No further update at this point.
05 May 2021
No further update at this point.
31 Mar 2021
Further prompts to Crown Land actioned. No further update.
01 Mar 2021
No further update at this point in time.
24 Feb 2021
Action Item - Consolidation of Reserve no. 530002 Centennial Park and Lot 6 DP 758280 Cooma Visitors Centre as one Crown Reserve for General Community Use.
02 Feb 2021
A. Follow up phone calls to Crown Lands has confirmed that Crown Lands is still awaiting the native title assessment to be completed.
04 Dec 2020
A - Crown Lands are waiting on a native title assessment to be completed internally prior to approval and gazettal.
26 Oct 2020
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.
24 Sep 2020
A - An email has been sent to Crown Lands asking for an update on the progress of this matter.
26 Aug 2020
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.

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29 Jul 2020 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. 26 Jun 2020 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. A - Crown Lands is presently preparing the documentation for transfer to Council as Crown Land Manager. B - The licence will be relinquished in conjunction with transfer to Council Management. 28 May 2020 Reminder was sent to Crown Lands last week. This matter will take some time to resolve at the Crown Lands level. 24 Apr 2020 Crown Lands has advised that due to the COVID-19 Pandemic this process may suffer some delays. 26 Mar 2020 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. 02 Mar 2020 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. 20 Jan 2020 This matter has been escalated at Crown Lands to achieve a decision on the way forward.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/03/2019	127/19	Coordinator Land & Property	Operations	31/03/2023	N
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.					
Notes 26 May 2023 No further update at this point. 28 Apr 2023 No further update at this point. 30 Mar 2023 No further update at this point. 01 Mar 2023 No further update at this point. 29 Jan 2023 No further update at this point. 29 Nov 2022 No further update at this point. 31 Oct 2022 No further update at this point. 03 Oct 2022 No further update at this point. 31 Aug 2022					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council	<p>No further update at this point. 02 Aug 2022 No further update at this point. 06 Jul 2022 No further update at this point. NOTE: Any further report should involve integrated planning with the Housing and Social Services Committee. 01 Jun 2022 No further update at this point. 03 May 2022 No further update at this point. 01 Mar 2022 No further update at this point. 31 Jan 2022 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. 02 Nov 2021 No further update at this point in time. 04 Oct 2021 No further update at this point. 05 Sep 2021 No further update. SMRC continue to manage & own the properties in question. 04 Aug 2021 No further update at this point. 04 Jul 2021 No further update at this point. 06 Jun 2021 No further update at this point. 05 May 2021 Updated option details being sought from Southern Cross Housing to enable accurate analysis in the present housing needs environment. Council continuing to manage properties. 31 Mar 2021 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. 01 Mar 2021 Forward advice and notice the community to occur in March 2021. Profile flagging the general topic & basic elements of consideration. 24 Feb 2021 Action Item - Delegate Disadvantaged Housing. 02 Feb 2021 No further update. Nov 2020 No further update. Oct 2020 Design of consultation mechanics pending, with input from former Facilities staff to be included. Sept 2020</p>	

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It is anticipated that community consultation will be initiated in first quarter of 2021 calendar year.

Aug 2020

Council continuing to manage properties. Review of the background and full context relating to this item required by Land & Property unit.

Jul 2020

This area is now under the Land & Property Portfolio. 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.

Jun 2020

There is no further update as there has been too much occurring with bushfires and COVID.

May 2020

No further update.

Apr 2020

No further update.

Mar 2020

No further update.

Feb 2020

Mail out to the community at Delegate seeking their feedback to be arranged asap to gauge thoughts.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
21/02/2019	68/19	Coordinator Land & Property	Operations	30/09/2022	Y

Parking in the laneway at the rear of the Jindabyne Town Centre

That Council

- 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.
- B. Receive a further report regarding the results of the public consultation and the proposed way forward together with detailed costings.

Notes

26 May 2023

This action is complete.

28 Apr 2023

Completion of actions under this resolution will be generated by the tabling of an overarching report on the area. Land & Property contribution to assist the report was provided in September 2021.

30 Mar 2023

No further update at this point.

01 Mar 2023

No further update at this point.

29 Jan 2023

No further update at this point.


29 Nov 2022


No further update at this point.

31 Oct 2022

No further update at this point.

03 Oct 2022

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council	<p>No further update at this point.</p> <p>31 Aug 2022</p> <p>No further update at this point.</p> <p>02 Aug 2022</p> <p>No further update at this point.</p> <p>06 Jul 2022</p> <p>No further update at this point.</p> <p>01 Jun 2022</p> <p>No further update at this point.</p> <p>03 May 2022</p> <p>No further update at this point.</p> <p>01 Mar 2022</p> <p>Completion of actions under this resolution will be generated by the tabling of an overarching report by Corporate Project team. Land & Property contribution to assist the report was provided in September 2021.</p> <p>31 Jan 2022</p> <p>Completion of actions under this resolution will be generated by the tabling of an overarching report by Corporate Project team. Land & Property contribution to assist the report was provided in September 2021.</p> <p>02 Nov 2021</p> <p>No further update at this point.</p> <p>04 Oct 2021</p> <p>Completion of actions under this resolution will be generated by the tabling of an overarching report by Corporate Project team. Land & Property contribution to assist the report was provided in September 2021.</p> <p>05 Sep 2021</p> <p>Land & Property team contributing 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 Aug 2021</p> <p>On 15/7/21 Land & Property met with Corporate Projects to discuss 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>04 Jul 2021</p> <p>No further update at this point.</p> <p>06 Jun 2021</p> <p>No further update at this point.</p> <p>05 May 2021</p> <p>No further update at this point.</p> <p>31 Mar 2021</p> <p>No further update at this point.</p> <p>01 Mar 2021</p> <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>24 Feb 2021</p> <p>Action Item - Parking in the laneway at the rear of the Jindabyne Town Centre.</p> <p>02 Feb 2021</p> <p>Awaiting indication of SAP intentions for the Jindabyne Town Centre precinct.</p> <p>Nov 2020</p>	

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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.

Oct 2020

A - This project has temporarily been place on hold. B - Further report will be presented to Council at the appropriate time.

Sept 2020

A - Amended plan still to be received by Council.

Aug 2020

A - Council has requested a minor adjustment to the concept plan. When the concept plan is amended it is proposed to form a Steering Committee to guide the project to completion. B - Further report will be submitted for Council's consideration when the public consultation has taken place.

Jul 2020

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. B - Following public consultation a further report will be prepared for Council with detailed costings.

Jun 2020

The Road Safety Officer advised that the surveyor has been selected and the project is progressing. A - Public consultation will take place when the survey and design is completed.

May 2020

RFQ sent out to four surveyors for quotation for survey and design. This is to be funded by RMS.

Apr 2020

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 encountered with the proposed construction of the public toilets in Jindabyne.

Mar 2020

Tenders will need to be called for the survey and design work. When survey & design is completed, staff will arrange for public consultation.


Feb 2020


Waiting on survey and design so that public consultation can be arranged.

Jan 2020

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.

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
7/05/2018	162/18	Coordinator Land & Property	Operations	30/11/2023	N
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 which are not on line with the constructed road. 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. F. Authorise the General Manager to execute any documents necessary to complete the project.					


<div>Date From: 1/02/2018 Date To: 30/04/2023</div>	<div>IN-PROGRESS ACTIONS REPORT</div> <div>Committee: Ordinary Council</div>	<div> SNOWY MONARO REGIONAL COUNCIL</div>
<div>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).</div>		
<div>Notes</div> <div>26 May 2023 No further update.</div> <div>28 Apr 2023 Progress requires budget certainty, which remains pending. Note: The active resolution does not mandate any aspects specific to Eagle View Lane or Bungarra Lane.</div> <div>30 Mar 2023 No further update at this point.</div> <div>01 Mar 2023 No further update at this point.</div> <div>29 Jan 2023 No further update at this point.</div> <div>29 Nov 2022 No further update at this point.</div> <div>31 Oct 2022 Progress requires budget certainty, which remains pending. Note: The active resolution does not mandate any aspects specific to Eagle View Lane or Bungarra Lane.</div> <div>03 Oct 2022 No further update at this point in time.</div> <div>12 Sep 2022 Action Item - Proposal to Realign the Barry Way Jindabyne and to Address Issues with the Intersections of Barry Way with Eagle View Lane and Bungarra Lane</div> <div>31 Aug 2022 Confirmation of budget availability sought internally.</div> <div>26 Jul 2022 No further update.</div> <div>05 Jul 2022 No further updates</div> <div>30 May 2022 No further update.</div> <div>04 May 2022 No further update.</div> <div>01 Apr 2022 No further update.</div> <div>02 Mar 2022 C - Site inspection successful, reached agreeance with both parties. G - Funding source to be investigated further. A, B, D, E, F - No further updates.</div> <div>24 Jan 2022 C - Site inspection successful, reached agreeance with Barry party, awaiting response from Stevens Party. G - Funding source to be investigated further. A, B, D, E, F - No further updates.</div> <div>16 Dec 2021 Site Meeting Scheduled For 16/12/2012.</div> <div>25 Nov 2021 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.</div> <div>28 Sep 2021</div>		


Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council		
<p>Awaiting response from Eagleview Lane landholder addressing negotiated terms of land transfer (fencing request).</p> <p>07 Sep 2021 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>02 Aug 2021 Planning has responded to Land & Property Team. Land & Property Officer will make contact with landholder to advise outcome and how to move forward.</p> <p>04 Jul 2021 Follow up tabled to the Coordinator Development in relation to landholder queries which are linked the progression of this matter.</p> <p>06 Jun 2021 No further update at this point.</p> <p>05 May 2021 No further update at this point.</p> <p>31 Mar 2021 No further update at this point.</p> <p>01 Mar 2021 A&C Further follow up email (3/2/2021 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>02 Feb 2021 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>Nov 2020 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 quote has been sought from Public Works Advisory to carry out the compulsory acquisition of Crown land on Cobbon Hill.</p> <p>Oct 2020 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>Sept 2020 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. C - Negotiation will commence next week with landowners adjacent to Cobbon Hill. This section of realignment of the Barry Way will involve compulsory acquisition from the Crown. D - This project has been divided into sections so that the surveyor completes the survey work as Council is ready to address each section. E - The section of the Barry Way which passes through Crown land without a road reserve is at the southern end and will be addressed as that stage is reached.</p> <p>Aug 2020 A&B - Surveyor has notified Council that due to workload this plan may take a little longer. C - Landowner has been notified that there is a delay involved in obtaining the information that they have requested. E to G - Ongoing.</p> <p>Jul 2020 A&B - Surveyor has been requested to provide the plan for the second section which will involve Eagle View Lane. C - Landowners have been notified that Council is waiting on plan. E to G - Ongoing.</p> <p>Jun 2020 The draft plan may be expected. The landowner is waiting on this information before proceeding. A - Survey is being done in sections. B - Request for sections of Crown road to be transferred to Council will be carried out at the end of the project. C - Negotiations with landowners are ongoing. D - See 'A' above. E - Acquisition will be carried out as necessary when the plan for individual sections is finalised. F&G Ongoing.</p> <p>May 2020 The surveyor has promised to have the draft plan with the area of road to be closed and the area of the area to be acquired marked on the plan sent to Council within the next week. This plan will then be sent to the landowner.</p>		


Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
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<p>Apr 2020 Contacted the landowner on Eagle View Lane who has requested information. He wants to know how much land Council will require for the road and how much land he will receive in compensation. Will there be sufficient space for him to construct an eco-hut. The surveyor has been requested to calculate the area of both areas so that an accurate answer can be provided.</p> <p>Mar 2020 In view of the fact that the landowner has not contacted the Land and Property Officer to date a letter has been sent asking him to contact the Land and Property Officer to discuss his consent to the creation of the road reserve over the road in its current location through his property.</p> <p>Feb 2020 The Land and Property Officer met with the landowner and he said he will respond after consultation with his wife.</p> <p>Jan 2020 Waiting on response from landowner on Eagle View Road. He resides in Tasmania.</p> <p>03 Oct 2018 Kleven Spain engaged to carry out survey.</p> <p>27 Aug 2018 Surveyor selected and work to progress shortly.</p> <p>02 Aug 2018 Call for expressions of interest from local land surveyors. Submissions currently being considered.</p> <p>23 Jul 2018 No EOI s received by due date. All surveyors were contacted and were given an extension of time to submit their EOI. Closing date is 27/7.</p> <p>11 Jul 2018 Specification sent to three surveyors requesting that they submit expressions of interest. Due by cob 13/7.</p> <p>21 Jun 2018 Draft specification with Group Manager Transport and Infrastructure for approval.</p> <p>04 Jun 2018 The specification is currently been developed for the work to be carried out by the surveyor. Council will call for expressions of interest to carry out the work.</p> <p>23 May 2018 Specification being developed to seek quotations from suitably qualified land surveyors.</p>

Meeting Date	Res No	R/Officer	Section	Estimated Comp Date	Completed Y/N
5/04/2018	118/18	Coordinator Land & Property	Operations	30/11/2022	N
Proposed Road Closure & Sale of old Lions Park at Bombala That Council: <ul style="list-style-type: none"> A. Approve the partial road closure on the corner of High Street and Stephen Street Bombala so that the fence line becomes the boundary of lot 9 DP 995614; B. Engage the services of a land surveyor to provide a plan for the boundary adjustment; C. Authorise the General Manager to execute any documents necessary to complete the boundary adjustment and sale of the property; D. Readvertise the property on the open market for auction with an appropriate reserve; and E. Make the Report public once the matter is settled. 					
Notes 26 May 2023 No further update at this point.					

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council		
<div><div><div>28 Apr 2023 Review of suitability of original resolution to be undertaken (Item D & E) in terms of best result for current needs of Council.</div><div>30 Mar 2023 A to C Complete; Road closure complete. D&E - Review of suitability of the final element to be undertaken.</div><div>01 Mar 2023 No further update at this point.</div><div>29 Jan 2023 No further update at this point.</div><div>29 Nov 2022 No further update at this point.</div><div>31 Oct 2022 No further update at this point.</div><div>03 Oct 2022 No further update at this point.</div><div>31 Aug 2022 A to C Complete; Road closure complete. D&E - Review of suitability of the final element to be undertaken.</div><div>26 Jul 2022 No further update.</div><div>05 Jul 2022 Road closure complete, review of suitability of original resolution to be undertaken.</div><div>30 May 2022 No further update.</div><div>04 May 2022 A - Complete. B - Complete. C - Boundary Adjustment Complete. D - Pre sale assessment to be completed May 2022. E - Awaiting full completion of A to E.</div><div>01 Apr 2022 No further update.</div><div>02 Mar 2022 No further update.</div><div>24 Jan 2022 A&B - Completed. C - Completed. Process of sale will be initiated in a timely manner.</div><div>15 Dec 2021 A&B - Surveyor advised plans have been registered with LRS, awaiting title advice from solicitor. C - Completed. D&E - Dependant on Resolution A being completed.</div><div>12 Nov 2021 A - All requisitions from LRS have been resolved, final plans for road closure are awaiting LRS registration. B - Surveyor will advise when plans have been registered. C - Boundary adjustment paperwork complete, sale of property is dependent on 'A' being completed. D&E - Dependant on 'A' being completed.</div><div>28 Sep 2021 Partial Closure Of High Street Bombala Gazetted, 11R form for removing notation from title signed and lodged with LRS, requisitions received from LRS via surveyor these are currently being addressed.</div><div>01 Sep 2021 No further update.</div><div>29 Jul 2021 Followed up with surveyor John Kleven and was advised he was sending updated plan to LRS and he will advise once plan has been registered with LRS.</div><div>04 Jul 2021</div></div></div>		

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT	 SNOWY MONARO REGIONAL COUNCIL
Committee: Ordinary Council	<p>LRS advice is that as due to Lot 9 DP 995614 being a limited title the compiled plan does not comply with current compiled plan guidelines thus a plan of survey is required; being progressed.</p> <p>03 May 2021 No further update at this point.</p> <p>23 Mar 2021 No further update on this item due to waiting for reply from LRS.</p> <p>24 Feb 2021 Action Item - Proposed Road Closure & Sale of old Lions Park at Bombala.</p> <p>02 Feb 2021 No further update.</p> <p>Nov 2020 C - Solicitor is preparing documents to have a certificate of title (CT) created over the portion of the road to be closed so consolidation can take place. Recent verbal feedback from NSW Land Registry Services to the surveyor indicates that a further survey of the original lot may need to occur to complete the registration due to the age of the original plan's survey. This will be reviewed once the CT has been assigned.</p> <p>Oct 2020 A - Finalised. B - Finalised. C - Solicitor is preparing documents to have a CT created so consolidation can take place. D - Once notified of completed registration the property can be placed on the open market. E - To take place at completion of D.</p> <p>Sept 2020 C - Consolidation Plans lodged, surveyor has advised that a CT was not created and the solicitor is now preparing this so that registration can take place.</p> <p>Aug 2020 C - Finalised. D - Finalised. C - Consolidation Plans lodged, Surveyor is following up on progress of same. D - Once notified of completed registration the property can be placed on the open market. E - To take place at completion of D.</p> <p>Jul 2020 C - Consolidation Plans received from Surveyor and signed by CEO, returned to Surveyor for lodging for registration of same. D - Once notified of completed registration the property can be placed on the open market. E - To take place at completion of D.</p> <p>Jun 2020 E - Finalised. F - Finalised. C to E - Still waiting finalised consolidation plans from surveyor for this item to be completed. Have sent numerous email requests to Surveyor.</p> <p>May 2020 Surveyor again requested to provide the final plan, no response and will continue to follow up. This plan is in draft form with the Surveyor and would not be cost effective to engage another surveyor to finalise the plan.</p> <p>Apr 2020 Email sent to Surveyor requesting a definite date for plan to be registered. Surveyor advised he will review the current draft of this consolidation plan this week and submit for Registration.</p> <p>Mar 2020 Followed up with Surveyor and was advised this item is going to be delayed due to the large scale workload he has in place.</p> <p>Feb 2020 Followed up with Surveyor and was advised this item is going to be delayed due to the large scale workload he has in place.</p> <p>15 Jan 2020 The Surveyor has advised that he is hoping to have the consolidation plan ready for the end of January 2020.</p> <p>05 Oct 2018 Letters have been sent to adjoining landowners with notification of the proposed closure and notification letters to the authorities are being prepared. The advertisement has been placed in the Monaro Post for 11 October and 25 October. The 28 day period for submissions ends on 8 November. Submissions will be reviewed and the correct process followed.</p> <p>03 Oct 2018 Notifications sent out to commence road closing.</p>	

Date From: 1/02/2018 Date To: 30/04/2023	IN-PROGRESS ACTIONS REPORT Committee: Ordinary Council	 SNOWY MONARO REGIONAL COUNCIL
27 Aug 2018 Plan has been received. There are issues with a previous resumption which has not been registered on title. When these issues are sorted out and the notification period for road closing has expired, and the resumption issues have been resolved then the plan will be registered and the land will be listed for sale. 02 Aug 2018 Spoke to surveyor this week and he has promised to get the plan to me within the week. 23 May 2018 23/5 Waiting on plan. 23 Apr 2018 Surveyor has been engaged to provide a plan for boundary adjustment and road closure will commence as soon as a plan is available.		

9.6.1 RECRUITMENT PROCESS FOR CEO

Record No: I23/387

OFFICER'S RECOMMENDATION

That Council

- A. Engage the external agency Capstone to undertake recruitment for the Chief Executive Officer (performing the role of General Manager).
- B. Select an interview panel for the recruitment of the Chief Executive Officer consisting of the Mayor, Deputy Mayor, one other Councillor and a representative appointed by the recruitment agency.

ISSUES

The current CEO contract is due to expire 18 November 2023. As per the resolution in the 20 April 2023 Ordinary Council Meeting, Council has elected to commence the process for recruitment for a new CEO. To undertake this process, Council must determine the process in accordance with the requirements of the Local Government Act 1993 and must consider the guidance provided by the Office of Local Government. The recommended approach is to follow the guidelines issued, which require appointing an external agency to undertake the recruitment process and to appoint an interview panel to appoint a new CEO.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Legislative Governance and Compliance	Low	Low	Yes
Service Delivery	Low	Low	Yes

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost	\$0	Outside of BAU
Estimated Annualised Net Cost	\$30,000	Estimated recruitment cost based on proposals received.

It is expected that the costs will be incurred in the 2023/24 financial year. A budget is provided for recruitment. It is likely that the recruitment budget will need to be increased during that year as a result of this recruitment process.

RESPONSIBLE OFFICER: Chief Workforce Officer

OPTIONS CONSIDERED

Six external recruitment agencies were asked to submit proposals for consideration to be appointed as the recruitment agency for the role of Chief Executive Officer. These included Capstone, McArthur, Local Government Management Solutions, HorizonOne, Mason Blackadder and Leading Roles.

Capstone, McArthur and Local Government Management Solutions were short-listed against recruitment criteria based on feedback submitted by six councillors and were invited to undertake a 30min presentation to Councillors at a briefing held 8 June 2023.

IMPLEMENTATION PLANS

Once an external agency is appointed to undertake recruitment and an interview panel is established the following process will be undertaken by the parties:

- Market mapping and targeted search
- Pre-screening of applicants
- Short-listing
- First and second-round interviews
- Identification of preferred candidate
- Reference and background checking
- Contract and appointment

ATTACHMENTS

1. CEO Recruitment Proposal - Capstone
 2. Guidelines for the appointment and recruitment of general managers
-



SNOWY MONARO REGIONAL COUNCIL

General Manager Recruitment

PREPARED FOR:

Stephanie Sellar-Peam
Chief Workforce Officer
Snowy Monaro Regional Council
May 03, 2023

Dear Stephanie,

Thank you for the invitation to submit this capability document, and in so doing provide Capstone with the opportunity to support Snowy Monaro Regional Council in the recruitment of your new General Manager.

Capstone have long established relationships with a broad range of LGA's across New South Wales and indeed Australia. Our approach however is not simply born from past experience. Rather our aim is to challenge the status quo, re-invigorate the process that surround people performance and selection and to ultimately enable local government organisations to provide exceptional services to their communities.

Our understanding of the Snowy Monaro region is born from partnering, for several years, with a number of neighbouring LGA's including most recently Snowy Valleys Council in the recruitment of both the interim and current General Managers. As such we are acutely aware of both the specific challenges and opportunities presenting themselves to the community of Bellingen and acknowledge the critical importance in supporting Council's on-going strategic plan.

With 35 Executive Search Partners based in three locations – Sydney, Melbourne & Brisbane. Capstone is highly experienced and have a track record in advising upon organisational change and executing challenging and sensitive search and selection assignments.

The following response has been designed to provide Snowy Monaro Regional Council with an insight into our service differentiation, including the process and timing that you might expect in this respect.

We Understand Local Government.

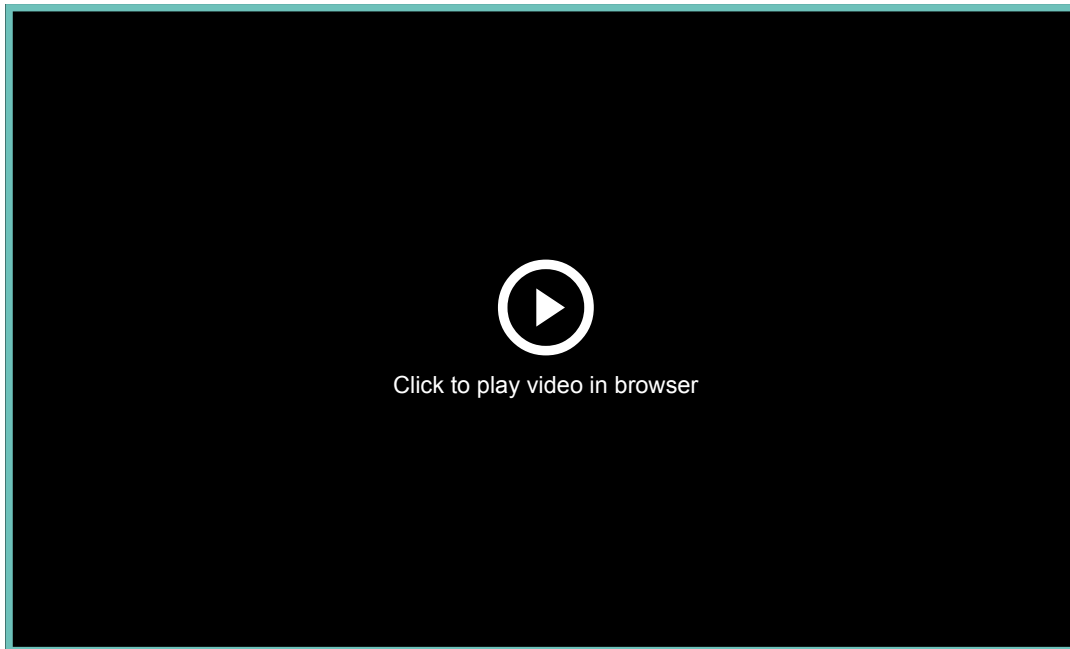
Our Local Government Practice is driven by our commitment to serve both the Councils and communities for which they serve. We absolutely understand the importance of the role we play in assisting local government organisations provide exemplary services to their communities.

Should you wish to discuss this document or require any further information regarding our suitability to support your recruitment efforts, please do not hesitate to contact us.



Gareth Broadrick
Director - Head of Local Government
Capstone Recruitment





” Working with Gareth Broadrick was a great experience. Experiencing difficulty in recruitment, we turned to Gareth and his team for help and assistance, and they were fantastic throughout the process. An effective program was put in place resulting in an excellent candidate being recruited. Engaging Gareth to fill this critical role was one of the best HR decisions I have made. I am very happy with the service provided and the results obtained and would highly recommend Gareth for any business seeking recruitment support”

ALLY DENCH, EXECUTIVE DIRECTOR:

NSW OFFICE OF LOCAL GOVERNMENT

LOCAL GOVERNMENT OVERVIEW

Capstone's Local Government Practice is part of the Capstone Group; an Australian owned People and Organisational Performance Consulting firm with offices in Sydney, Melbourne, and Brisbane. Capstone was founded in 2009 on the principles of ethical business practices, diversity & inclusion and sustainable people performance; our founders to this day play an integral part in our continued development.

WE UNDERSTAND LOCAL GOVERNMENT

The Capstone Local Government Practice is regarded as one of the most trusted and influential recruitment teams in Australia, with average individual experience of 20 years+ and an exceptional reputation in sculpting and representing our clients' compelling value propositions to secure high performing individuals for key roles.

In the last two years alone we have successfully placed over 250 government executives and professionals, and facilitated structural and departmental reviews with a broad range of government bodies spanning Country, Regional and Metro centric LGA's as well as State bodies.

To further strengthen our experience and capability, we have recently welcomed Hamish McNulty to the Capstone team. Ex CEO of Cumberland City Council, Hamish currently serves on the Audit committees of both Blacktown and Sutherland Shire councils. With a distinguished career in the public service, Hamish brings with him an unparalleled depth of experience, oversight and knowledge and is a key member of our team when engaging on Executive Search and Selection assignments.

As people specialists we partner with our Local Government clients to:

- Develop people and organisational strategies by analysing current and future organisational needs and structures
- Implement organisational and people strategies to improve outcomes and performance
- Ensure recommendations and solutions are in line with councils plans and adapt to changes within their communities



PEOPLE & ORGANISATIONAL PERFORMANCE

OUR PEOPLE PERFORMANCE SOLUTIONS INCLUDE:

- Full Executive Search and Selection process
- Interim recruitment services
- Executive Coaching and Leadership Development including Competency Framework benchmarking and design
- Market Intelligence research including:
 - Talent Mapping
 - Salary Benchmarking
 - Role description analyses and creation
 - Succession Planning

OUR ORGANISATIONAL PERFORMANCE SOLUTIONS INCLUDE:

- Organisational benchmarking and design
- Development of Council specific Workforce Plans



OUR COMMITMENT TO YOU

We believe that providing a holistic approach to recruitment and people & organisational performance mitigates risk, produces productive outperforming teams, and allows for the creation of bespoke solutions to each scenario. Our on-going commitment is that we will treat each assignment with the utmost care and urgency and use every means at our disposal to outperform your expectations.

Capstone are an accredited search and HR Consulting Partner across both State and Local Government, highlighting our stringent approach to governance. We run transparent, auditable processes which include detailed mandate summaries. Key to this accreditation and our wider Executive remit is our ability to understand each Local Government Organisation we partner with, their localised communities and the specific challenges and opportunities peculiar to each location. We make every effort to work with our client partners on location or on-site.

ACCESS TO EXECUTIVE TALENT

We are proud to have delivered a broad range of Executive instructions across the Government sector over the past few years, these have included CEO, General Manager, Director and Management roles for both Local Government and State Departments. We have access to a broad range of potential talent, across the entirety of Australia. These individuals would be in addition to our dedicated Executive Search capability all of which would form part of our market mapping exercise within our overarching sourcing strategy.

ORGANISATIONAL DEVELOPMENT

Led by Hamish McNulty, Capstone are pleased to have delivered organisational development, organisational design, and organisational re-structures across a number of Local government organisations. This broad experience enables us to provide the most up to date and relevant business advice when advising our Local Government clients on pending re-organisations or restructures.

LOCAL GOVERNMENT PROFESSIONALS

We are proud to be a Partner of LG Professionals – supporting its members support the communities for which they serve. At their 2022 Local Government Excellence Awards, we sponsored the Asset & Infrastructure category and were proud to present awards to both Wollondilly Shire Council and Georges River Council.





SEARCH & SELECTION METHODOLOGY

Our three-phase Executive Search and Assessment Framework has been developed to run hand-in-hand with organisational reviews and behavioral and competency-based psychometric evaluation. We recognise that outcomes need to be measured in both the selection process and the rustling performance of each candidate.

By introducing a bespoke data led competency framework tool at the start of the process rather than the end - we can assess for future performance as well as existing capability.

Within the first stage of our framework, a detailed Briefing and Strategy workshop would be held with Council to determine required competencies and outcomes. Within this session additional criteria will be explored to deepen our understanding of both Council and the role:

- Councils on-going strategic plan
- Recent history in terms of leadership and delivery
- Community and geography
- Current and projected financial situation
- Existing leadership competency and capability
- Forecast capital works and infrastructure delivery spend

STAGE 1

BRIEFING
& STRATEGY ➔ ENGAGEMENT
& ASSESSMENT ➔ LONGLIST
& TESTING

STAGE 2

SHORTLIST
PRESENTATION ➔ PANEL
INTERVIEWS ➔ REFERENCE
& OFFER
MANAGEMENT

STAGE 3

PANEL
REPORT ➔ UNSUCCESSFUL
CANDIDATES ➔ MANDATE
BRIEFING ➔ ONBOARDING



SEARCH & SELECTION METHODOLOGY

BACKGROUND SCREENING

A key aspect of risk mitigation when appointing Local Government Professional's is that of background vetting. Public service brings with it potential community and media interest, therefore ensuring each applicant meets the standards of council is critical. Capstone follows a rigorous vetting process verifying all credentials and information of applicants. This process is monitored by Maria Sykes, our independent Chair.

Our checks include:

- Eligibility to work in Australia
- Police Checks
- Bankruptcy checks
- Social media checks – deep background checks across global search strings are conducted to ensure the values and behaviours of Council are met
- Reference checks – A minimum of two reference checks will be made to verify prior experience
- Qualifications, Association and Licences – All educational and professional qualifications are validated by Capstone and recorded. Where relevant we utilise the services of Verify - an online verification

CONNECTIVITY

Capstone has been voted in the top 15th for most socially connected recruitment firm in Australia by LinkedIn. We will ensure this mandates is marketed comprehensively to all followers and their networks.

TALENT MAPPING

Talent Market Mapping provides for a proactive intelligence based and data-centric analysis of relevant talent pools - prior to making the decision to go to market. The process provides a thorough overview of talent availability including potential candidates who are not actively searching for new positions. Our team of dedicated researchers spend time mapping out each individual role providing a current market analysis of suitable executives. By conducting this research in advance, a data driven understanding of the market can be derived allowing for critical decisions on selection criteria to be made in a cost-effective manner.

SALARY AND POSITION DESCRIPTION BENCHMARKING

We will undertake a complete and relevant salary benchmarking exercise to provide council with evidenced based analyses and advice on suitable remuneration packages. Further, if required, we will undertake a review of the current position description to ensure it is both relevant and compliant with current requirements.

COMPETENCY BASED EVALUATION & SELECTION

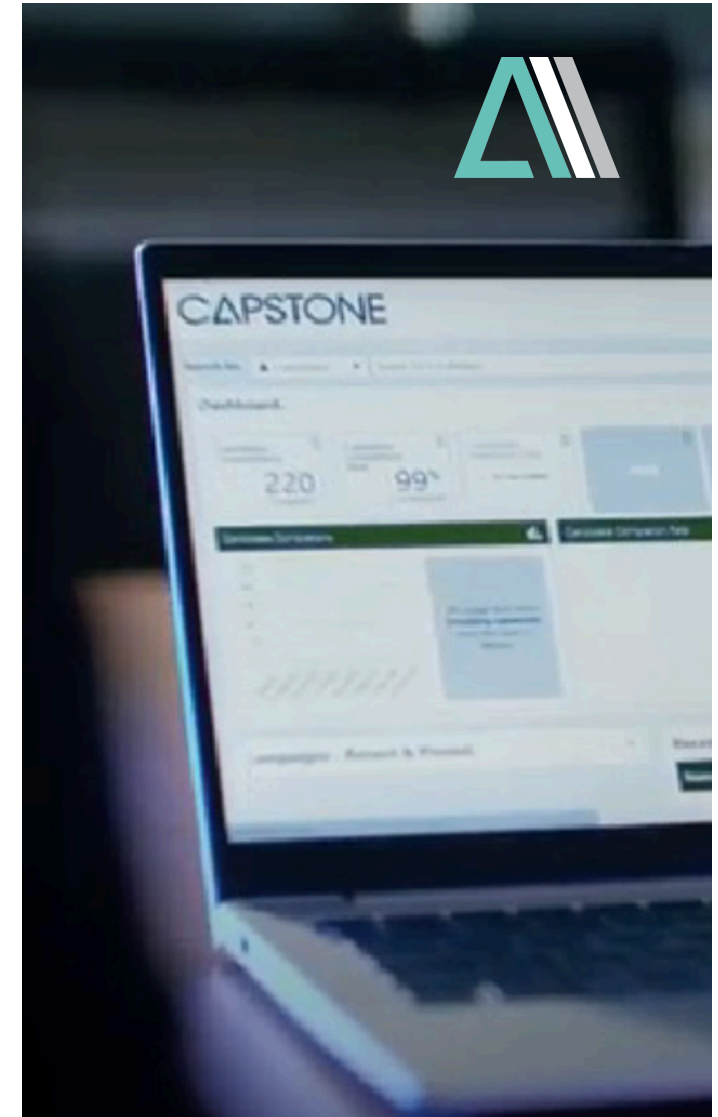
Capstone uses a bespoke competency based psychometric assessment framework for each engagement which ensures consistently high candidates and significantly reduces the risk of miss-hire. The assessments are built for each role by organisational psychologists and all potential candidates are tested before progressing to long list, ensuring organisational cultural fit in addition to their core skills. The comparison group - norm group - has been developed singularly by Capstone and is the only Local Government norm group in Australia.

This approach differentiates us in our industry, and is a move away from traditional capability-based psychometrics. By defining the unique recruitment criteria for your role, we can build in your values, your employee value proposition and both developmental and personal goals.

By systematically assessing competencies within individuals or groups, we can benchmark the operational potential of teams and organisations via our exclusive Local Government norm group. The development of a future proofed competency selection framework allows our client organisations to build a workforce based on real time data allowing for projected business change and improved levels of workplace performance. We also draw on overall cognitive ability by assessing an individual's verbal, numerical and logical reasoning powers. The comparative benchmarks are based upon the level of each position. The Executive level will be used as the comparative benchmark for this particular assignment.

In summary, competency is the comparative level at which an individual may potentially perform a certain task or action, whilst the actual performance of a task is evidenced as capability. If an individual's specific competency level is in a low comparative percentile, no matter how well one performs in terms of individual capability, the competency level will determine the overall level of future performance when externally benchmarked.

We additionally draw on overall cognitive ability by assessing an individual's Verbal, Numerical and Logical reasoning powers as well as assessing 32 intrinsic personality traits.





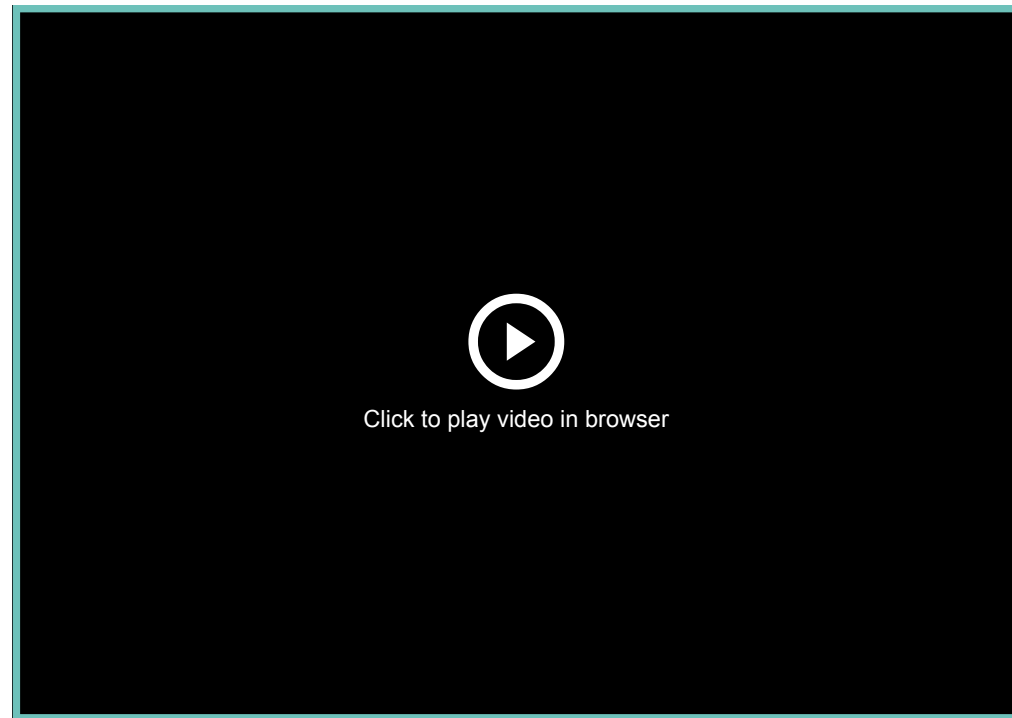
DIVERSITY & INCLUSION

DIVERSITY & INCLUSION

We understand that you are as committed as we are to building a diverse and inclusive culture across the Local Government Sector, planning for and promoting diversity.

Capstone welcome and encourage applications from diverse community groups and ages including Aboriginal and Torres Strait Islander, LGBTI, people with disabilities, women and other diversity groups. Capstone recognises the benefits that such an approach brings for the work environment and customers in delivering on your objectives.

Capstone employee ratio is 46% female / 54% male. 66% of employees are working parents. The age range of our team is 22 -74 and over 40% of all employees were born overseas from Europe, Asia, American and African continents. We are proud to have team members with Indigenous heritage, clinical disabilities and diverse sexual orientation.



WE GUARANTEE A DRIVE FOR A DIVERSE LONGLIST AND SHORTLIST.

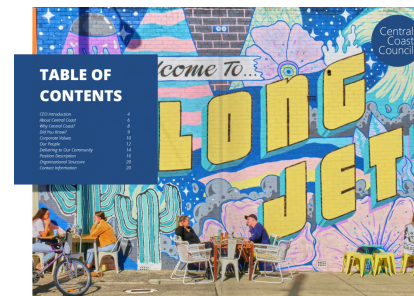
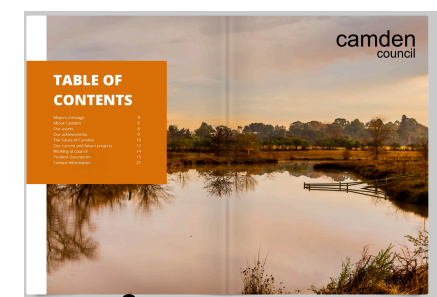
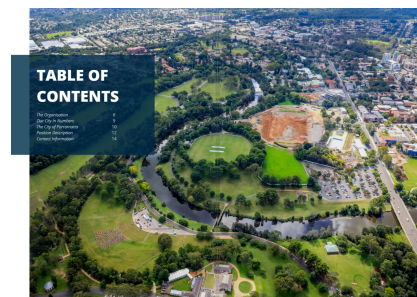


CANDIDATE MARKETING STRATEGY

Capstone is the market leader in how it promotes and markets career opportunities to prospective talent. The Local Government sector, like many others across Australia, is experiencing unprecedented competition for skilled, competent talent. Market and economic data looking into 2023 predicts rather than easing, this competition will intensify.

Creating a compelling narrative (EVP), which is easily accessible and digestible will elevate you as the Local Government employer of choice to prospective talent.

Capstone will create an individual designed digital brochure for this role to provide talent with an engaging and comprehensive insight into your council, the community, and the each role. Please refer to relevant examples below:



CAPSTONE'S TRACK RECORD



We have broad and deep experience working with many local councils across NSW.



TRUSTED PARTNERS FOR LOCAL GOVERNMENT



CAPSTONE'S TRACK RECORD

CEO / General Manager, Director and Senior Leadership Positions

CEO/General Manager, Director and Senior Leadership	
ORGANISATION	POSITION
Camden Council	General Manager
Snowy Valleys Council	General Manager
Cumberland City Council	General Manager
Coffs Harbour City Council	General Manager
Muswellbrook Shire Council	General Manager
Lismore City Council	General Manager
AITD	CEO
Bayside Council	CIO
Cabonne Shire Council	Leader Transport Infrastructure
Cabonne Shire Council	Leader Urban Infrastructure
Cabonne Shire Council	Leader Community & Economy
Camden Council	Director Growth and Finance
Camden Council	Director Sport, Coimunity and Activation
Camden Council	Head of People and Culture
Cessnock City Council	Director, Planning & Environment
Cessnock City Council	Director, Works & Infrastructure
Central Coast Council	Director Environment and Planning
Central Coast Council	Director Community and Recreation Services
Central Coast Council	Director Corporate Services
Central Coast Council	CFO
Central Coast Council	Group Manager Environmental Compliance Services
City of Canterbury Bankstown	Director Planning
City of Parramatta Council	Group Manager, Property
City of Parramatta Council	Development & Construction Director - Landmark Project
City of Sydney	Head of Property and Development
City of Sydney	Director, Property

CEO/General Manager, Director and Senior Leadership	
ORGANISATION	POSITION
Clarence Valley Council	Director Corporate & Community
Coffs Harbour City Council	CFO
Cumberland City Council	Director Finance and Commercial Services
Cumberland City Council	Director City Services
Cumberland City Council	Executive Manager City Strategy
Muswellbrook Shire Council	CFO
Muswellbrook Shire Council	Chief Legal Council
NSW Dept. Education	Director, Planning
NSW DPIE - PNSW	Director, Major Projects
NSW DPIE - PNSW	Director, Public Works
NSW DPIE - PNSW	Director, Strategy
NSW DPIE - PNSW	Director, Environmental Services
NSW Dept. FACS / LAHC	Regional Director, Assets
Parkes Shire Council	Director Customer, Corporate Services and Economy
Parkes Shire Council	Executive Manager Economic Development
Place Management NSW	Director, Asset Management
Port Macquarie Hastings Council	Group Manager Infrastructure and Recreation Operations
Port Macquarie Hastings Council	Group Manager Infrastructure Planning and Design
Snowy Valleys Council	Director Corporate & Community
Snowy Valleys Council	Director Infrastructure (ongoing)
Strathfield Council	Manager People and Culture
Sutherland Shire Council	Director Planning and Growth
Sutherland Shire Council	Senior Manager Assets Delivery
Sutherland Shire Council	IT Applications Manager
Property NSW	Director, Asset Management
Wollondilly Shire Council	Director Planning
Wollondilly Shire Council	CFO
Wingecarribee Shire Council	Executive Manager Planning



CAPSTONE'S TRACK RECORD

Manager / Technical / Specialist Roles

Manager/Technical/Specialist roles:	
ORGANISATION	POSITION
Bayside Council	Manager Financial Performance
Bayside Council	HR Manager
Bayside Council	Manager Customer Experience
Burwood Council	Manager Governance & Risk
Burwood Council	Manager Enfield Aquatic Centre
Burwood Council	Manager Procurement
Burwood Council	Manager Customer Experience & Business Improvement
Burwood Council	Manager City Planning
Burwood Council	Senior Strategic Planner
Campbeltown Council	Flood/Stormwater Infrastructure Manager
Campbeltown Council	Senior HR Business Partner
Central Coast Council	Regulatory Reporting Accountant
City of Canterbury Bankstown	Manager Asset Construction
City of Parramatta Council	Asset Strategy Manager
City of Parramatta Council	Finance Business Analyst
City of Parramatta Council	Finance Business Partner
City of Parramatta Council	Procurement and Payables Manager
City of Parramatta Council	Manager Finance, Treasury and Payables
City of Sydney	Manager, Public Space Portfolio
City of Sydney	Technical Facilities Manager
City of Sydney	Head of Property and Development
City of Sydney	Portfolio Operations Manager
City of Sydney	GIS - Field Surveyor (15+)
Cowra Council	Manager Assets and Infrastructure

Manager/Technical/Specialist roles:	
ORGANISATION	POSITION
Cumberland City Council	Team Leader Stormwater & Infrastructure Design
Cumberland City Council	Strategic Planners – All levels
Cumberland City Council	Development Assessment Planners – All levels
Gunnedah Shire Council	Waste Manager
Gunnedah Shire Council	Civil Infrastructure Manager
Ku-ring-gai Council	Communications and Community Engagement Manager
Muswellbrook Shire Council	Communities Manager
Muswellbrook Shire Council	Compliance and Reporting Manager
North Sydney Council	Council Meeting Coordinator
Northern Beaches Council	Change Manager
NSW Aboriginal Land Council	Program Manager
Parkes Shire Council	Economic Development Specialist
Parkes Shire Council	Civil Design Manager
Strathfield Council	Chief Resilience Officer
Uralla Shire Council	Manager Finance and Information Technology
Wingecarribee Shire Council	Payroll Manager
Willoughby Council	Buildings Manager
Wollondilly Shire Council	Manager Recreation and Open Spaces
Wollondilly Shire Council	Manager Waste and Environmental Services
Wollondilly Shire Council	Development Assessment Planners - multiple
Wollondilly Shire Council	Building Surveyors
Wollondilly Shire Council	Strategic Planners - Multiple

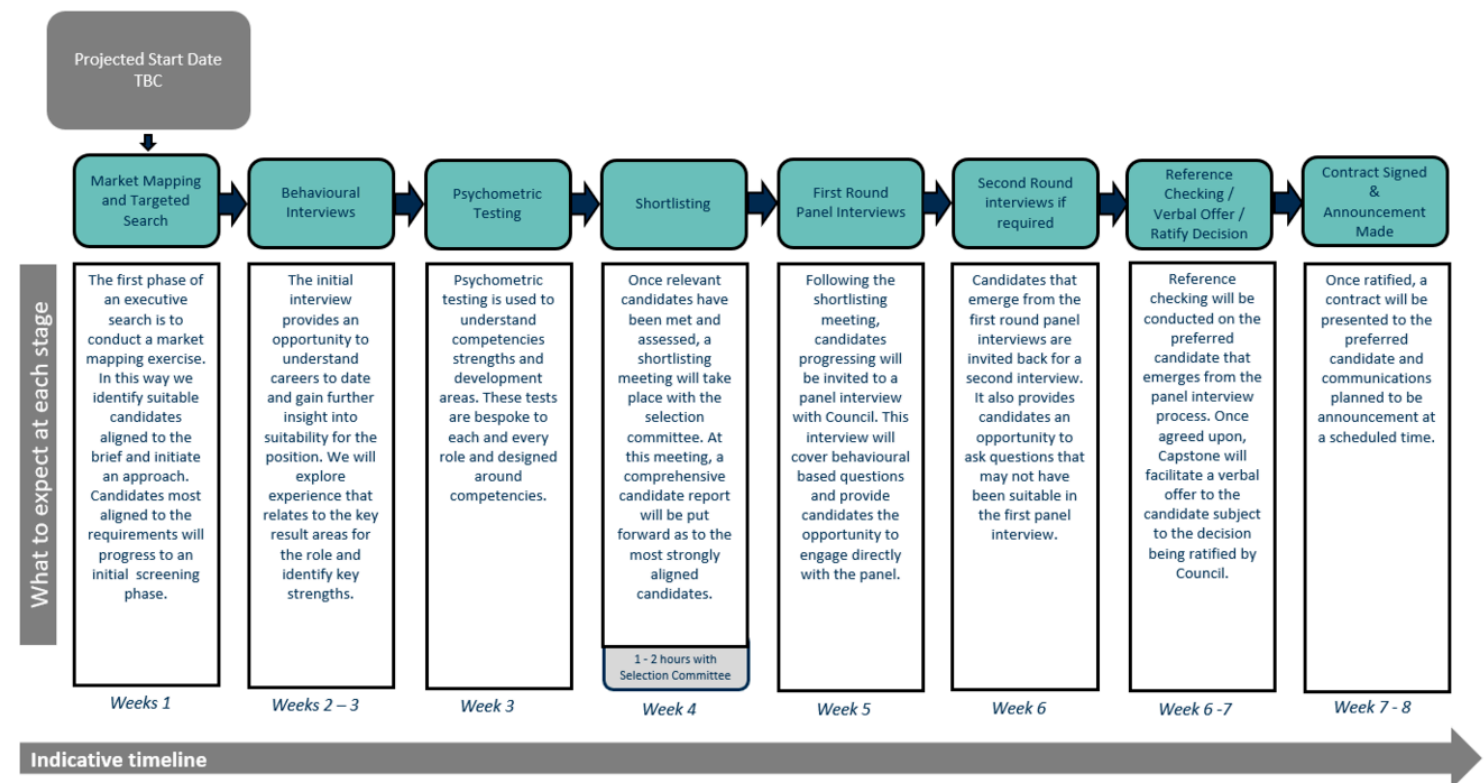


PROJECT TIMELINE

The standard recruitment timeline together with the standard project plan are detailed over this and the following page.

The project plan details the exact timeline week by week highlighting milestone events.

We are confident the process will conclude within Councils required timeline.



PROJECT PLAN



Capstone always operates to stringent project management principles, with key deliverables identified for every week starting from your formal acceptance of this proposal. We will work with you to identify the “high priority” positions from the outset and agree a timeline on each position once priorities are highlighted.

TASK	WEEK 1 W/C TBC	WEEK 2 W/C TBC	WEEK 3 W/C TBC	WEEK 4 W/C TBC	WEEK 5 W/C TBC	WEEK 6 W/C TBC	WEEK 7 W/C TBC	WEEK 8 W/C TBC
Preparation of Marketing Intelligence Reports	X							
Preparation of Candidate Brochure & Marketing Materials	X							
Competency framework for psychometrics testing confirmed		X						
Project Live		X						
Sourcing (Search, Referrals, Adverts)		X	X	X				
Engagement & Assessment			X	X	X			
Shortlist Presentation						X		
Panel Interviews							X	
Reference checking & background checks							X	X
Contract Signed								X

CAPSTONE DELIVERY TEAM

PROJECT LIAISON

The project team will be led by Gareth Broadrick. Gareth will ensure a consistent level of communication is maintained and that a clear and coherent project plan is followed.

With an average tenure of 20 years' experience, our Partners are trusted, highly networked, influential leaders. Each Executive Search team comprises of a bespoke makeup to ensure success. Teams include:

- Executive Search Partners
- Experienced Local Government Leaders
- Executive HR and People Performance Partners
- Organisational Psychologists
- Full-time Researchers

Our team includes Master's Qualified Business Advisors, Executive Search and HR Business Partners, together with a founder member of the Executive Management Council of Australia. Additionally, our team includes a member of the Audit Committee for both Blacktown and Sutherland Shire Councils.



Gareth Broadrick
[Director, Head of Local Government](#)

Gareth has over 23 years business advisory experience including both Executive Search and Workplace Performance consulting. Master's Qualified having undertaken an MBA (Executive) with Sydney Business School, his thesis focused on challenges facing the government sector in terms of recruitment and workforce planning. Exposure within the Government sector is both at Local and State level and includes leading structural re-design programs, re-organisations, and Executive Level recruitment strategies.

gareth@capstonerecruitment.com.au
[LinkedIn Profile](#)



CAPSTONE DELIVERY TEAM



Demi McAllan
Associate Director, Local Government

Demi has successfully worked across all three levels of government providing both people and organisational consulting advice. She has a track record of delivering complex people solutions ranging from Executive Search appointments to departmental re-organisations. Demi brings with her a background in HR including a Bachelor of Arts in Business and Human Resources.

demi@capstonerecruitment.com.au
[LinkedIn Profile](#)



Hamish McNulty
Local Government Executive

Hamish McNulty retired from his position as General Manager of Cumberland Council in August 2021 following a long and distinguished career within Local Government. Prior to joining what was to become Cumberland City Council, Hamish spent 14 years in Canberra and occupied several senior executive roles in the ACT Government.

During his time in Canberra, Hamish also held the statutory positions of Conservator for Flora and Fauna and Chair of the ACT Government Procurement Board for a number of years.

Before moving to Canberra, Hamish worked in Local Government in Sydney and held positions at Blacktown City Council, Hornsby Council and the City of Sydney. He holds a Bachelor of Engineering and a Master of Business Administration. He has also completed the AICD Company Directors Course. Hamish currently serves on the Audit committees of both Blacktown and Sutherland Shire councils.

CLIENT TESTIMONIALS

- || Coffs Harbour City Council Commissioned Capstone to search for our recently appointed General Manager. The process was exhaustive with regards to professional presentation and targeted marketing, and the process focused on predetermined parameters set specifically to our needs. The Capstone psychometric testing added another foundation tool that proved to be profound in finding the person we needed. The commitment and energy shown by Gareth and the Capstone team was also telling in getting an outcome we are very pleased with.

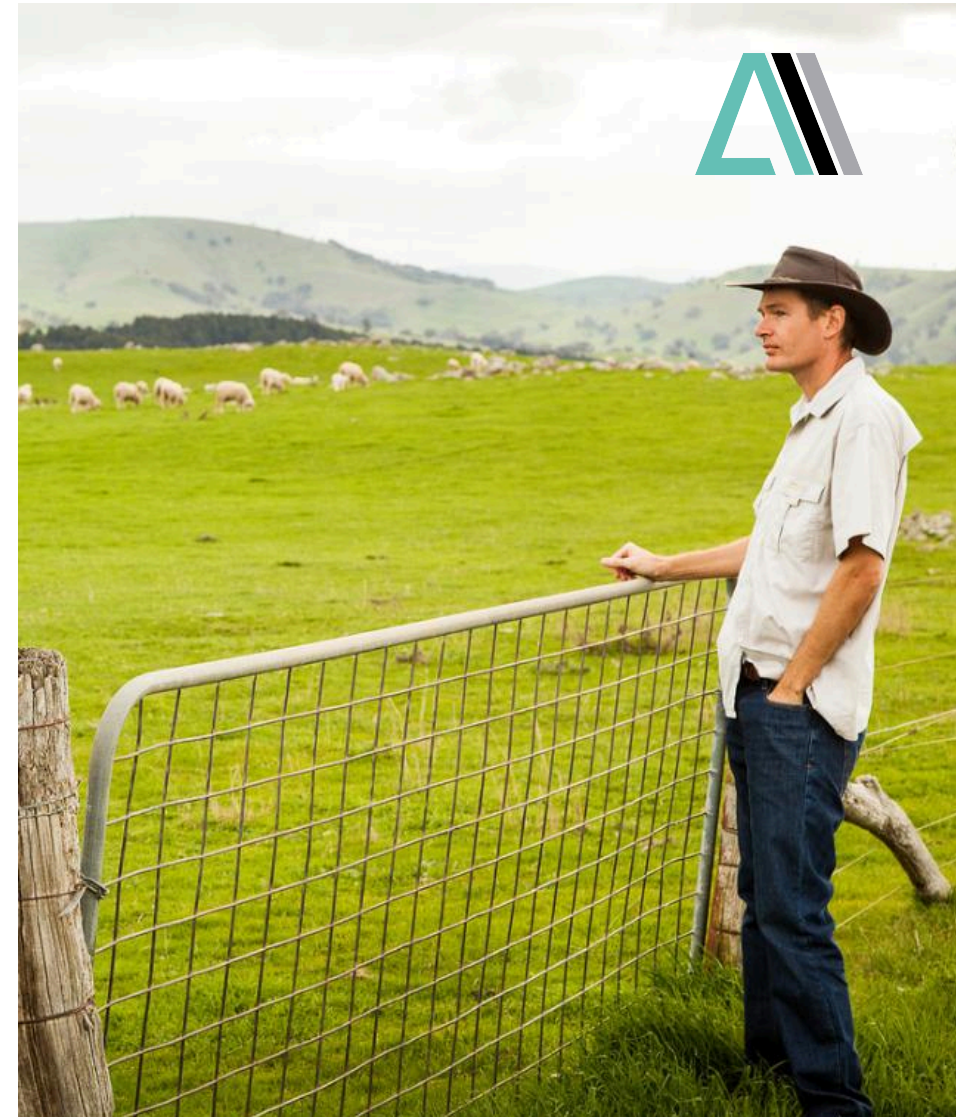
COFFS HARBOUR CITY COUNCIL – PAUL AMOS – MAYOR

- || Working with Gareth Broadrick was a great experience. Experiencing difficulty in recruitment, we turned to Gareth and his team for help and assistance, and they were fantastic throughout the process. An effective program was put in place resulting in an excellent candidate being recruited. Engaging Gareth to fill this critical role was one of the best HR decisions I have made. I am very happy with the service provided and the results obtained and would highly recommend Gareth for any business seeking recruitment support.

NSW OFFICE OF LOCAL GOVERNMENT - ALLY DENCH, EXECUTIVE DIRECTOR

- || Capstone understands the challenges regional and rural local governments face in attracting and retaining talent. They maintain good client relationships and deliver quality and timely service, tailored to our needs.

CABONNE SHIRE COUNCIL - BRADLEY BYRNES - GENERAL MANAGER



BUT DON'T JUST TAKE OUR WORD FOR IT...

Guidelines for the Appointment and Oversight of General Managers

2022



Office of Local Government, Department of Planning and Environment

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INTRODUCTION

The *Local Government Act 1993* (the Act) requires councils to appoint a person to be the council's general manager (section 334).

One of the prescribed functions of the governing body of a council is to determine the process for the appointment of the general manager and to monitor their performance (section 223).

These Guidelines have been developed to assist councillors when performing their functions under the Act relating to the appointment of general managers and overseeing their performance. They provide guidance on:

- the role of the general manager and the importance of a good working relationship between councillors and the general manager
- the recruitment process and the appointment of a general manager
- day to day oversight of and liaison with the general manager
- the performance review process
- separation, and
- renewal of the general manager's contract.

These Guidelines are issued under section 23A of the Act and must be taken into consideration by councils when exercising their functions in relation to the recruitment and oversight of general managers. They should be read in conjunction with the relevant provisions of the Act and the *Local Government (General) Regulation 2021* (the Regulation) and the standard contract of employment for general managers approved by the Departmental Chief Executive of the Office of Local Government under section 338 of the Act (the approved standard contract).

ROLE OF THE GENERAL MANAGER

Councillors comprise the governing body of a council and make decisions by passing resolutions. It is the general manager's role to implement the lawful decisions of the council and to carry out the functions conferred on them by the Act and Regulation and other legislation.

General managers also perform other functions delegated to them by the governing body.

The governing body monitors the implementation of its decisions through the general manager's reports to council meetings.

Key functions of the general manager

The Act confers certain functions on general managers of councils (section 335). Key aspects of the general manager's role are set out below:

Management of the council

The general manager is responsible for conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies approved by the governing body of the council and implementing without undue delay, lawful decisions of the governing body.

Assisting the governing body to set the strategic direction

The general manager also plays a key role in assisting the governing body to develop the council's strategic direction. The general manager is responsible for guiding the preparation of the community strategic plan and the council's response to it via the delivery program and operational plans. The general manager is also responsible for implementing the delivery program and operational plans and reports to the governing body on their

implementation. More information on this is available on the Office of Local Government's [website](#).

Determining the organisation structure

The general manager is responsible for determining the organisation structure of the council (other than senior staff positions) following consultation with the governing body and in accordance with the budget approved by the governing body (section 332). The positions within the organisation structure of the council must be determined to give effect to the priorities set out in the council's strategic plans, including the community strategic plan and delivery program.

Appointment and direction of staff

The general manager is responsible for the appointment and direction of staff and their dismissal. The general manager must consult with the governing body before appointing or dismissing senior staff.

Supporting councillors

The general manager is also responsible for ensuring councillors are provided with the information and the advice they require to make informed decisions and to carry out their civic duties.

The general manager should ensure that council meeting business papers contain sufficient information to allow councillors to make informed decisions and to allow them to effectively monitor and review the council's operations and performance. This will assist councils in ensuring they are complying with statutory requirements, keeping within the budget approved by the council, and achieving the strategic goals set by the council in its delivery program and operational Plan.

The governing body may direct the general manager to provide councillors with advice but

cannot direct them as to the content of that advice.

Requests by councillors for assistance or information outside of meetings should be made to the general manager unless the general manager has authorised another staff member to receive such requests. The *Model Code of Conduct for Local Councils in NSW* contemplates that councils should adopt a policy to provide guidance on interactions between councillors and staff. The policy should be agreed to by both the governing body and the general manager. To assist councils, the Office of Local Government has prepared a model councillor and staff interaction policy which reflects best practice. This is available on the Office of Local Government's [website](#).

The delegation of functions to the general manager

A governing body may delegate certain functions of the council to the general manager but cannot delegate the functions set out in section 377(1) of the Act. The delegation of a council's functions must be made by resolution and be evidenced in writing. Delegations must be reviewed during the first 12 months of each term of the council (section 380).

The general manager may sub-delegate a function delegated to them by the governing body (section 378). However, the general manager still retains responsibility to ensure that any sub-delegated function is carried out appropriately.

The importance of a good working relationship with the general manager

The position of general manager is pivotal in a council. It is the interface between the governing body which sets the strategic

direction of the council and monitors its performance, and the administrative body of the council, headed by the general manager, which implements the decisions of the governing body. A good working relationship between the general manager and the councillors is therefore critical for good governance and a well-functioning council. Where this relationship breaks down, this can quickly lead to dysfunction.

The Centre for Local Government at the University of Technology in Sydney has identified the following as key components of a good working relationship between councillors and the general manager:

- mutual trust and respect
- councillors publicly supporting the work of the general manager
- councillors dealing with any performance concerns through appropriate channels e.g., not the media or council meetings
- councillors not getting involved in the day-to-day operational matters of the council (which makes it difficult for the general manager to do their job)
- councillors having a clear understanding of how and when to approach the general manager or other staff for information or support and following agreed protocols
- regular meetings between the general manager, mayor and councillors to ask questions and share information and advice
- respect of confidentiality, and
- any conflict is dealt with professionally and quickly and where it can't be addressed informally, proper processes are followed.

RECRUITMENT AND SELECTION

Requirements of the *Local Government Act 1993*

One of the prescribed functions of the governing body of a council is to determine the process for the appointment of the general manager (section 223).

When recruiting a new general manager, the position must be advertised in a manner sufficient to enable suitably qualified persons to apply for the position (section 348).

As with the appointment of all council staff, councils must ensure that the appointment of the general manager is made using merit selection principles (section 349). Recruitment using merit selection is a competitive process where the applicant who demonstrates that they have the best qualifications and experience relevant to the role is appointed. Equal employment opportunity principles also apply to the recruitment of general managers (sections 349 and 344).

The recruitment process must be open and transparent, but the confidentiality of individual applicants must be maintained. A failure to maintain appropriate confidentiality may constitute a breach of the Act, the council's code of conduct and the *Privacy and Personal Information Protection Act 1998*.

Councils should engage an external recruitment consultant to assist them with the recruitment process and that person should have a role in verifying that proper processes and procedures are followed in the appointment of the general manager.

There are a range of possible approaches to undertaking the recruitment of the general manager. The guidance contained in these Guidelines reflects what the Office of Local Government considers to be best practice.

The pre-interview phase

As noted above, the council's governing body is responsible for determining the process for recruiting the general manager.

The governing body should delegate the task of recruitment to a selection panel led by the mayor and approve the recruitment process. The panel will report back to the governing body on the process and recommend the most meritorious applicant for appointment by the council.

The selection panel should consist of at least the mayor, the deputy mayor, another councillor and a suitably qualified person independent of the council. Where practicable, the selection panel membership should remain the same throughout the entire recruitment process.

Selection panels should, where possible, have a mix of genders.

The council's governing body should delegate to one person (generally the mayor) the task of ensuring:

- the selection panel is established
- the general manager's position description is current and evaluated in terms of salary to reflect the responsibilities of the position
- the proposed salary range reflects the responsibilities and duties of the position
- the position is advertised according to the requirements of the Act
- information packages are prepared, and
- applicants selected for interview are notified.

The mayor, or another person independent of council staff, should be the contact person for the position and should maintain confidentiality with respect to contact by potential applicants.

Interview phase

Interviews should be held as soon as possible after candidates are short listed.

Questions should be designed to reflect the selection criteria for the position and assist the selection panel to assess the suitability of the candidate for the position.

Interviews should be kept confidential.

All written references must be checked. The selection panel must delegate the task of contacting referees to one panel member. Other panel members should not contact referees.

If contact with someone other than a nominated referee is required, the applicant's permission must be sought.

At least 2 referees must be contacted and asked questions about the candidate relevant to the selection criteria.

Where tertiary qualifications are relied on, they should be produced for inspection and if necessary, for verification.

Appropriate background checks must be undertaken, for example, bankruptcy and criminal records checks and whether the candidate has been disqualified from managing a corporation by the Australian Securities and Investments Commission. For guidance on better practice recruitment background checks, see the Australian Standard AS 4811:2022 [Workforce Screening](#) and the Independent Commission Against Corruption's publication, *Strengthening employment screening practices in the NSW public sector* which is available on its [website](#).

Selection panel report

The selection panel is responsible for preparing a report to the council's governing body that:

- outlines the selection process

- recommends the most meritorious applicant with reasons
- recommends an eligibility list if appropriate
- recommends that no appointment is made if the outcome of interviews is that there are no suitable applicants.

This report should be confidential and reported to a closed meeting of the council.

The appointment of a general manager is a non-delegable function of the council under section 377 of the Act and a general manager cannot be appointed without a formal resolution of the council.

The council's governing body must by resolution approve the position of the general manager being offered to the successful candidate before the position is offered to the candidate.

Finalising the appointment

The mayor makes the offer of employment after the governing body has resolved to appoint the successful candidate. The initial offer can be made by telephone.

Conditions such as term of the contract (1-5 years) and remuneration package (within the range approved by the governing body of the council) can be discussed by telephone but must be confirmed in writing.

The standard contract of employment for general managers approved by the Departmental Chief Executive of the Office of Local Government under section 338 of the Act must be used. The approved standard contract is available on the Office's [website](#). The terms of the approved standard contract must not be varied. Only the term of the contract and the schedules to the approved standard contract can be adapted by councils.

General managers must be employed for 1-5 years.

The contract governs:

- the duties and functions of general managers
- performance agreements
- the process for renewal of employment contracts
- termination of employment and termination payments
- salary increases, and
- leave entitlements.

It should be noted that the Departmental Chief Executive of the Office of Local Government cannot approve individual variations to the standard terms of the contract.

Candidates who are placed on the eligibility list and unsuccessful applicants should be advised of the outcome of the recruitment process before the successful applicant's details are made public.

Record keeping

Councils should retain all records created as part of the recruitment process including the advertisement, position description, selection criteria, questions asked at interview, interview panel notes, selection panel reports and notes of any discussions with the selected candidate. These records are required to be stored and disposed of in accordance with the *State Records Act 1998*.

DAY-TO-DAY OVERSIGHT AND LIAISON WITH THE GENERAL MANAGER

While one of the prescribed functions of the governing body is to monitor the general manager's performance, day-to-day oversight of and liaison with the general manager should be undertaken by the mayor.

The mayor's role in the day-to-day management of the general manager should include:

- approving leave
- approving expenses incurred, and
- receiving and managing complaints about the general manager in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*.

The council's governing body should ensure there are adequate and appropriate policies in place to guide the mayor in the day-to-day oversight of and liaison with the general manager and keep those policies under regular review.

Some of the key policies the governing body should ensure are in place are those relating to:

- leave
- travel
- credit cards
- purchasing and procurement
- expenses and facilities
- petty cash, and
- financial and non-financial delegations of authority.

The governing body should also ensure there are appropriate policies in place with respect to the expenditure of council funds and reporting requirements in relation to that expenditure.

The council's governing body should satisfy itself that any policy governing the conferral of a benefit on the general manager, such as use of a motor vehicle, allows the actual dollar value of that benefit to be quantified so it can be accurately reflected in the general manager's salary package in Schedule C to the approved standard contract.

PERFORMANCE MANAGEMENT

Managing the performance of the general manager

The general manager is made accountable to the council for their performance principally through their contract of employment.

The role of the governing body is to monitor the general manager's performance in accordance with their contract of employment.

The performance of the general manager must be reviewed at least annually against the agreed performance criteria for the position. Councils may also choose to undertake more frequent interim reviews of the general manager's performance.

The agreed performance criteria must be set out in an agreement that is signed within three months of the commencement of the contract. Development of the performance agreement is discussed below.

Establishing a performance review panel

The governing body must establish a performance review panel led by the mayor, and delegate the task of undertaking the general manager's performance reviews to the panel. The extent of the delegation should be clear.

It is recommended that full responsibility for performance management be delegated to the performance review panel, including discussions about performance, any actions that should be taken and the determination of the new performance agreement.

Performance review panels should comprise of the mayor, the deputy mayor, another councillor nominated by council and a councillor nominated by the general manager.

The council's governing body may also consider including an independent observer on the panel. Panel members should be trained in the performance management of general managers.

The role of the review panel includes:

- conducting performance reviews
- reporting the findings and recommendations of reviews to the council, and
- development of the performance agreement.

The governing body and the general manager may agree on the involvement of a suitably qualified external facilitator such as a human resources professional to assist with the performance review process and the development of a new performance agreement. That person may be selected by the governing body or the performance review panel.

Councillors who are not members of the performance review panel may be invited to contribute to the performance review process by providing feedback to the mayor on the general manager's performance relevant to the agreed performance criteria.

All councillors should be notified of relevant dates in the performance review cycle and be kept advised of the panel's findings and recommendations.

The panel should report back to the governing body of the council in a closed session on the findings and recommendations of performance reviews as soon as practicable following any performance review. This should not be an opportunity to debate the results or revisit the general manager's performance review. The general manager should not be present when the matter is considered.

The performance agreement, action plan and any associated records that contain specific information about the work performance or conduct of the general manager are to remain confidential unless otherwise agreed to by the general manager or are required to be disclosed by law. The unauthorised disclosure of this information may constitute a breach of the Act, the council's code of conduct and the *Privacy and Personal Information Protection Act 1998*.

Establishing the performance agreement

The performance agreement is the most important component of successful performance management. The performance agreement should include clearly defined and measurable performance indicators against which the general manager's performance can be measured.

As one of the general manager's key responsibilities is to oversee the implementation of the council's strategic direction, it is important to align the general manager's performance criteria to the goals contained in the community strategic plan, and the council's delivery program and operational plans.

The performance agreement should also include indicators relevant to the general manager's personal contribution to the council's key achievements and their core capabilities, including leadership qualities.

The performance agreement should also include indicators related to promoting and maintaining an ethical culture within the council. These could include the conduct and measurement of the outcomes from staff surveys and the promotion of whistleblowing procedures under the *Public Interest Disclosures Act 1994* and the reporting of suspected wrongdoing to appropriate oversight agencies including the Independent Commission Against Corruption and the Office of Local Government.

The performance agreement should contain but not be limited to key indicators that measure how well the general manager has met the council's expectations with respect to:

- service delivery targets in the council's delivery program and operational plans
- budget compliance
- organisational capability
- timeliness and accuracy of information and advice to councillors
- timely implementation of council resolutions
- management of organisational risks
- promotion of an ethical culture
- ensuring a safe workplace and facilitating compliance with the *Work Health and Safety Act 2011*, and
- leadership and providing a consultative and supportive working environment for staff etc.

Performance review process

The approved standard contract requires that the performance of the general manager must be formally reviewed at least annually. The governing body of the council may also undertake interim performance reviews as appropriate.

The assessment should include:

- a self-assessment by the general manager, and
- an assessment by the review panel of the general manager's performance against the performance agreement.

The performance review meeting should be scheduled with sufficient notice to all parties in accordance with clauses 7.6 and 7.7 of the approved standard contract. These require:

- the general manager to give the council 21 days' written notice that an annual performance review is due, and
- the council to give the general manager at least 10 days' written notice that the performance review is to be conducted.

The meeting should concentrate on constructive dialogue about the general manager's performance against all sections of the performance agreement.

The meeting should identify any areas of concern and agreed actions to address those concerns.

In undertaking the performance review, care must be taken to ensure that the review is conducted fairly and in accordance with the principles of natural justice. The appointment by the council, in agreement with the general manager, of a suitably qualified external facilitator to advise on the process (see above) should assist councils to comply with these requirements.

The council's governing body must advise the general manager, in writing, in clear terms, the outcome of any performance review.

The new performance agreement for the next period should be prepared as soon as possible after the completion of the previous period. The agreement should be presented to the governing body of the council for discussion in a closed meeting together with the outcomes of the previous review period.

REMUNERATION AND REWARD

Under the approved standard contract, general managers are entitled to an annual increase in their salary package on each anniversary of the contract, equivalent to the latest percentage increase in remuneration for NSW public sector senior executive office holders as determined by the Statutory and Other Offices Remuneration Tribunal.

Councils may also approve discretionary increases to the general manager's total remuneration package under the approved standard contract as a reward for good performance. Discretionary increases may only be approved after a formal review of the general manager's performance has been undertaken and the general manager's performance has been assessed as being better than satisfactory.

Any discretionary increases should be modest and in line with community expectations and only apply for one year unless the council determines that it is to apply for the balance of the contract. All discretionary increases in remuneration, together with the reasons for the increase, must be reported to an open meeting of the council.

Councils may also on one occasion during the term of the contract approve the payment of a retention bonus to the general manager as an incentive for them to serve out their contract. If approved, the retention bonus is to be accrued on an annual, pro-rata basis for the remainder of the contract and is to be paid at the end of the contract period.

SEPARATION

Termination of the general manager's employment

The approved standard contract sets out how the general manager's employment contract can be terminated before its expiry date by either the governing body or the general manager (see clause 10 of the approved standard contract). The circumstances in which the general manager's employment contract may be terminated are set out below:

By agreement

The contract may be terminated at any time by written agreement between the council and the general manager.

Resignation

The general manager may terminate the contract by giving 4 weeks written notice to the governing body of the council.

Incapacity

A council may terminate the general manager's contract by giving them 4 weeks written notice or by paying the equivalent of 4 weeks' remuneration calculated in accordance with Schedule C of the approved standard contract where:

- the general manager has become incapacitated for 12 weeks or more
- they have exhausted their sick leave, and
- the duration of the incapacity is either indefinite or for a period that would make it unreasonable for the contract to be continued.

Poor performance

A council may terminate the general manager's contract by giving them 13 weeks written notice or by paying the equivalent of 13 weeks' remuneration calculated in accordance with Schedule C of the approved

standard contract on grounds of poor performance.

A council may only terminate the general manager's contract on the grounds of poor performance where:

- a performance review has been conducted, and
- the council has concluded that the general manager's performance falls short of the performance criteria or the terms of their performance agreement, and
- the general manager has been afforded a reasonable opportunity to utilise dispute resolution under clause 17 of the contract (see below).

No fault termination

A council may terminate the general manager's contract at any time by giving them 38 weeks written notice or paying the equivalent of 38 weeks remuneration calculated in accordance with Schedule C of the approved standard contract. If there are less than 38 weeks left to run in the term of the general manager's contract, the council can pay out the balance of the contract in lieu of notice.

Where the council proposes to terminate the general manager's contract on these grounds, if either party requests it and both parties agree, they may participate in mediation in relation to the proposed decision to terminate the contract. If the council does not agree to participate in mediation, it must give the general manager reasons for its decision where the general manager requests them.

Where a council terminates the contract on these grounds, it must give the general manager reasons for its decision to terminate their employment where the general manager requests it.

Summary dismissal

Councils may summarily dismiss the general manager on the grounds set out under clause 10.4 of the approved standard contract. These include:

- serious or persistent breach of the employment contract
- serious and wilful disobedience of any reasonable and lawful instruction or direction given by the council,
- serious and wilful misconduct, dishonesty, insubordination or neglect in the discharge of the general manager's duties and functions under their contract,
- failure to comply with any law or council policy concerning sexual harassment or racial or religious vilification
- serious or persistent breach of the council's code of conduct
- commission of a crime, resulting in conviction and sentencing (whether or not by way of periodic detention), which affects the general manager's ability to perform their duties and functions satisfactorily, or that brings the council into disrepute
- absence without approval for a period of 3 or more consecutive business days.

Automatic termination

The general manager's contract of employment is automatically terminated where the general manager becomes bankrupt, or they are disqualified from managing a corporation under Part 2D.6 of the *Corporations Act 2001*.

Where this occurs, the general manager's employment with the council automatically ends without the need for a decision by the council to terminate their contract of employment.

Suspension of the general manager

Councils may suspend the general manager, for example while allegations against them are

being investigated. Suspension should be on full pay for a clearly defined period.

Councils should not suspend a general manager's employment without first seeking expert legal advice. It would not be appropriate to seek advice from council human resources staff on the proposed suspension of the general manager.

Any decision to suspend a general manager should be made at a closed council meeting, having first carefully considered the expert legal advice received in relation to the specific matter.

The principals of procedural fairness apply to any decision to suspend a general manager, i.e., the general manager must be advised of the circumstances leading to their suspension, the reasons for the suspension, the period of the suspension and be given a right to respond to the decision to suspend.

Dispute resolution

The approved standard contract contains a dispute resolution clause at clause 17. These provisions are designed to encourage councils and general managers to attempt to resolve disputes when they arise.

Councils are required to offer the general manager an opportunity to utilise dispute resolution before they can terminate their employment for poor performance.

Where it is proposed to terminate the contract on the "no fault" grounds (clause 10.3.1(e)), if either party requests it and both parties agree, they may participate in mediation under clause 17 in relation to the proposed decision to terminate. If the council does not agree to participate in mediation, it must give the general manager reasons for its decision where the general manager requests them.

The governing body of the council should ideally resolve to delegate this function to the mayor or a panel of 3 councillors including the mayor.

If the dispute involves the mayor, then the deputy mayor should take the mayor's place. If there is no deputy mayor then the governing body should resolve to appoint another councillor to take the mayor's place.

The governing body of the council and the general manager should agree on an independent mediator to mediate the dispute. The approved standard contract allows the Departmental Chief Executive of the Office of Local Government to appoint a mediator where the parties cannot agree on one.

Councils and general managers may also agree on a mediator when the contract is made.

RENEWING THE GENERAL MANAGER'S CONTRACT

Clause 5 of the approved standard contract sets out the process for renewing the general manager's contract of employment. The key steps in the process are as follows:

- At least 9 months before the contract expires (or 6 months if the term of employment is for less than 3 years), the general manager must apply to the council in writing if seeking re-appointment to the position
- At least 6 months before the contract expires (or 3 months if the term of employment is for less than 3 years), the council must respond to the general manager's application by notifying the general manager in writing of its decision to either offer the general manager a new contract of employment (and on what terms) or to decline their application for re-appointment
- At least 3 months before the contract expires (or 1 month if the term of employment is for less than 3 years) the general manager must notify the council in writing of their decision to either accept or decline the offer made by the council.

Approval may be sought from the Departmental Chief Executive of the Office of Local Government to vary these timeframes in exceptional or unforeseen circumstances.

The terms of the new contract of employment, and in particular the schedules to the new contract, should be set out in the letter of offer. Before offering a new contract, the council should carefully review the terms of the schedules to the new contract.

The governing body should ensure that the performance criteria of the new performance agreement adequately reflect its expectations of the general manager's performance.

The governing body should also consider previous performance reviews conducted under previous contracts.

The process of deciding whether to offer the general manager a new contract should be as follows:

- a performance review is conducted
- findings and recommendations are reported to a closed council meeting in the absence of the general manager
- the closed meeting considers and decides whether to offer a new contract of employment to the general manager and on what terms as set out in the schedules to the contract
- the mayor informs the general manager of the council's decision.

Details of the decision to offer a new contract and a salary package should be reported to an open council meeting.

Appendix 1 – Performance management timelines

Timeline	Activity	Responsibility
At commencement of each new council	Provide induction training on performance management of the general manager	Council
Within 3 months of the commencement date of the contract	A performance agreement setting out agreed performance criteria must be signed between the general manager and the council	Council or council panel General Manager
Within 2 months of the signing of the performance agreement	The general manager must prepare and submit to the council an action plan which sets out how the performance criteria are to be met	General Manager
21 days' notice (before annual review)	The general manager gives the council written notice that an annual performance review is due	General Manager
At least 10 days' notice	The council must give the general manager written notice that the performance review is to be conducted	Council or council panel
After 6 months	The council may also decide, with the agreement of the general manager, to provide interim feedback to the general manager midway through the annual review period	Council or council panel General Manager
Prior to the annual review	Ensure all councillors on the review panel have been trained in performance management of general managers	Council
Prior to the annual performance review	The general manager may submit to council a self-assessment of their performance	General Manager
Annually	The general manager's performance must be reviewed having regard to the performance criteria in the agreement	Council or council panel General Manager
Annually	The performance agreement must be reviewed and varied by agreement	Council or council panel General Manager
Within 6 weeks of the conclusion of the performance review	Council will prepare and send to the general manager a written statement with council's conclusions on the general manager's performance during the performance review period	Council or council panel
As soon as possible after receipt of the statement	The general manager and the council will agree on any variation to the performance agreement for the next period of review	Council or council panel General Manager

Appendix 2 – Stages of performance management

STAGE	ACTION	PROCESS
1. Developing performance agreement	<ul style="list-style-type: none"> Examine the position description and contract List all position responsibilities from the position description Identify stakeholder expectations List the key strategic objectives from the delivery program and operational plans Develop performance measures (identify indicators - set standards) 	<ul style="list-style-type: none"> Good planning Direct and effective communication Open negotiation Joint goal setting
2. Action planning	<ul style="list-style-type: none"> Develop specific strategies to meet strategic objectives Identify resources Delegate tasks (e.g., put these delegated tasks into the performance agreements for other senior staff) 	<ul style="list-style-type: none"> Detailed analysis Two-way communication Detailed documentation
3. Monitoring progress (feedback halfway through the review period)	<ul style="list-style-type: none"> Assess performance Give constructive feedback Adjust priorities and reset performance measures if appropriate 	<ul style="list-style-type: none"> Communication Avoid bias Counselling Coaching Joint problem solving
4. Annual	<ul style="list-style-type: none"> Assess performance against measures Give constructive feedback Identify poor performance and necessary corrective action Identify outstanding performance and show appreciation 	<ul style="list-style-type: none"> Evaluation of the reasons behind performance being as assessed Open, straightforward communication (as bias free as possible) negotiation Counselling, support, training Documenting Decision making
5. Developing revised agreement	See stage 1	See Stage 1

10.1 MINUTES FROM MANAGEMENT AND ADVISORY COMMITTEES

Record No: I23/311

OFFICER'S RECOMMENDATION

That Council receive the minutes of the:

- i. Biosecurity (Weeds) Advisory Committee meeting held 2 March 2023
- ii. Bombala Exhibition Ground Management Committee meeting held 14 April 2023; and
- iii. Cooma North Ridge Reserve Advisory Committee meeting held 26 April 2023

BACKGROUND

The minutes are attached for Council's information.

ATTACHMENTS

1. Minutes of the Biosecurity (Weeds) Advisory Committee meeting held 2 March 2023
 2. Minutes of the Bombala Exhibition Ground Management Committee meeting held 14 April 2023
 3. Minutes of the Cooma North Ridge Reserve Advisory Committee meeting held 26 April 2023
-



Minutes

Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Meeting

2 March 2023

SNOWY MONARO REGION BIOSECURITY (WEEDS) ADVISORY COMMITTEE MEETING

HELD IN COUNCIL CHAMBERS, COMMISSIONER ST, COOMA NSW 2630

ON THURSDAY 2 MARCH 2023

MINUTES

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**MINUTES OF THE SNOWY MONARO REGION BIOSECURITY (WEEDS) ADVISORY
COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, COMMISSIONER ST, COOMA NSW 2630**

**ON THURSDAY, 2 MARCH 2023
COMMENCING AT 9AM**

PRESENT: Councillor, Lynda Summers
Brett Jones, Coordinator Biosecurity Weeds (SMRC)
Emily Griffin Biosecurity officer SMRC
Councillor Craig Mitchell, NSW Farmers
Jenny Crowe, Snowy Hydro
Howard Charles, Monaro Farming Systems
Rein Peet, RFS
Imogen McGrath, Nutrien Ag
Malcolm O'Brien Forestry Corporation
Alexis Arnold, NPWS
Margaret Ning Friends of Grasslands
Susannah Harper (SMRC), Committee Secretary

1. OPENING OF THE MEETING

The Chair opened the meeting at 9.10AM.

Clr Stewart was unable to attend and Clr Summers attended via MS teams so delegated the Chair to Clr Mitchell (representing NSW Farmers) who was present in the meeting room.

ACKNOWLEDGEMENT OF COUNTRY

Clr Mitchell Paid respect to indigenous leaders, past present and emerging of the land on which the meeting was held the Ngarigo. Council recognises the Ngarigo people as the traditional custodians of the majority of the region we now know as the Snowy Monaro region. We pay respect to knowledge holders and community members of the land and waters and to Elders past, present and emerging.

2. APOLOGIES

Nil

An apology for the meeting was received from Councillor, Bob Stewart, Margaret Mackinnon Upper Snowy Landcare Network, Tim Gillespie Forestry Corporation.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

3.1 NIL INTERESTS DECLARED

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4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 SNOWY MONARO REGION BIOSECURITY (WEEDS) ADVISORY COMMITTEE MEETING 17 NOVEMBER 2022

RECOMMENDATION

THAT the minutes of the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Meeting held on 17 November 2022 are confirmed as a true and accurate record of proceedings.

Moved: Jenny Crowe **Seconded:** Malcolm O'Brien

5. BUSINESS ARISING - NIL

6. ACTION SHEET - NIL

7. CORRESPONDENCE NIL

8. GENERAL BUSINESS

8.1 African Lovegrass Coordinator – the position was announced by Nichole Overall MP.

Advertising has begun by Local Land Services for the 2 year position. The African Lovegrass Taskforce plan that underpins the request for the ALG coordinator role, was explained to the committee members. Each local community or Landcare group will draw up a plan for their area and where possible, use a broad acre approach to controlling and minimising ALG spread and density. There is the potential for drones to highlight achievements using before and after aerial imagery, as well as a tool to direct efforts.

There were concerns expressed as to the efficacy of controlling ALG. Discussion amongst the committee included RFS captains potentially assisting with the program and the Countegany RFS has been reformed and their focus will be fire, weeds and community, and the ALG coordinator would be able to contribute to their efforts.

A question was asked if there is scope to expand to other weeds. This issue was initially raised at the February meeting, though has not translated to the announcement of the role.

RECOMMENDATION:

The Committee wishes to thank Snowy Monaro Regional Council for its continued support for the appointment of a dedicated African lovegrass Coordinator role, noting that Local Land Services have committed to recruiting this position to be based in the Cooma LLS office.

Moved: Jenny Crowe

Seconded: Clr Mitchell

It is believed the ALG coordinator role was announced without funding. Committee would like to clarify this point

ACTION: Susie Harper to email LLS on behalf of committee seeking clarification

8.2 Bredbo Koalas and African lovegrass risk Bushfire Risk Management Plan Syrs – Rein Peet RFS

13 Different climate/weather models to see how fire responds to each and which communities will be affected. Fires coming up from VIC and in from ACT border areas are focus areas. Koalas

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have been defined or nominated as an environmental asset and African lovegrass is a risk as the trees that Koalas live in on the Monaro are lower to the ground, so Koalas are at a greater risk from grassfires, particularly ALG as it burns taller and hotter than a typical grass fire. Areas where Koalas occur are focus areas for RFS to protect the environmental assets (koalas), especially where fires start in open areas and head into bushland, a broad acre approach to fire control is necessary.

The next step is to identify what the treatments for the various focus areas will be.

Grassy woodlands – prescriptions for these burns need to be determined. It takes a lot of effort to achieve. A lot of tools at fingertips depending on weather/climate conditions. Are we protecting the animal or the habitat?

3 years of La Nina's have led to significant growth of ALG.

Rein stated that a focus on weed spraying in asset protection zones identified through the focus area assessments is a key part of the plan.

Rural Fire fighting fund – 150k available for weed control grants which could contribute towards grass cutting on roadside and private land, in the asset protection zones.

Difficult to start a roadside fire with a cigarette, usually roadside fires are started by a hot car pulling over on long grass, or deliberately lit.

ACTION: Rein Peet to provide draft maps to the Secretary – they will be shape files. Council will organise to distribute the draft files to the committee.

ACTION: approach RFS to encourage attendance at meetings regularly.

ACTION: Rein Peet, Brett Jones and the new Lovegrass coordinator will meet to discuss a weed control plan in asset protection zones identified in the Bushfire Risk Management Plan.

Mark Chapman joined via MS Teams at 10am

Coordinators report

8.3 Committee Direction

It was raised if the committee would be more efficient as an operational committee instead of an Advisory Committee, which bypasses the community.

The committee discussed the different styles of committee and voted to remain as an advisory committee unanimously

RECOMMENDATION

That Council continues to maintain a Section 355 Biosecurity (weeds) Advisory Committee to enable flow of information between Council and the community via its membership.

Moved: Howard Charles

Seconded: Imogen McGrath

8.4 Committee Charter - Brett Jones requested the revised charter be put to the committee for adoption as there is room for change at any stage, so no need to delay adopting current changes.

RECOMMENDATION

The Committee recommends that Council adopts the revised 2022-2025 Snowy Monaro Region Biosecurity (weeds) Advisory Committee Charter

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Moved: Brett Jones	Seconded: Howard Charles
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8.5 SRV discussion - Budget constraints mean funding could be cut if the SRV is not accepted by IPART. The committee discussed implication for weed control on the Monaro if this happened and wanted to put a recommendation to Council:

RECOMMENDATION	
The Committee wishes to thank Snowy Monaro Regional Council for its ongoing support of weed control programs throughout the Snowy Monaro region and requests that Council maintains its current level of service delivery.	
Moved: Howard Charles	Seconded: Jenny Crowe

8.6 General discussion

Nodding Thistle – NT excels in wet conditions with bare ground, so the drought, followed by 3 wet years is the perfect conditions for this species. It was asked if the Biological control was still effective, and it is, although the conditions of the past 2-3 years have presented challenges for numbers of the bio control agents. Information from the Weedwise website:

“Three biological control agents have been released in Australia for nodding thistle. Two of these are now established throughout areas where nodding thistle is present.

The seed weevil (*Rhinocyllus conicus*) was the first agent released. Unfortunately, it competes with the seed fly (*Urophora solstitialis*) early in the flowering season and lowers their numbers later in the season when nodding thistle produces most of its seed. Because of this competition, the seed weevil has not been redistributed beyond the original release sites.

The seed fly (*Urophora solstitialis*) was released in 1991. Eggs are laid into the developing flower and larvae feed on the cell that contains the embryonic seed. This reduces the potential seed set by inducing the plant to divert nutrients, intended for seed production, into forming a casing or gall around the larvae. It is expected that as the seed fly becomes more synchronised with the life cycle of the thistle, seed set each year will be reduced significantly.”

“Because the plant only reproduces from seed, the control effort should be directed at preventing seed production. The existing seed bank of a nodding thistle infestation could take up to 13 years to deplete because they are large and persistent. Hence the need for long-term, strategic control programs.”

8.7 Around the table update

Malcolm O’Brien – Forestry Corporation Bombala: Big programme again. Working with Victorian border farmers in weed control efforts, how to stay on top of Blackberry post fires and wet summers, it’s everywhere. BJ noted SMRC has a minor use permit to spray blackberry near watercourses, and it covers member organisations of the Biosecurity Advisory Committee. Susie will distribute following the meeting. St John’s wort seems to be flowering for a 2nd time.

Imogen McGrath – Nutrien Ag solutions: Current priority is a toolbox she presents to landholders of everything they need. Attending the meetings is an important part of hearing what is happening around the region and enables information to be passed on by Imogen and her colleagues to landholders.

Jenny Crowe – Snowy Hydro: Contractors are undertaking a second run .

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ACTION SHEET

Action	Due by	Person responsible
Email LLS on behalf of committee seeking clarification of funding for ALG coordinator role	Next committee meeting	Susie Harper - Secretary
Provide draft maps to the Secretary – they will be shape files. Council will organise to distribute the draft files to the committee.	following meeting	Rein Peet – RFS Susie Harper - Secretary
SMRC to approach RFS to encourage attendance at meetings regularly.	Between meetings	Brett Jones
Rein Peet, Brett Jones and the new Lovegrass coordinator will meet to discuss a weed control plan in asset protection zones identified in the Bushfire Risk Management Plan.	Following appointment of ALG coordinator	Brett Jones, Rein Peet and ALG Coordinator

9. MATTERS OF URGENCY**10. NEXT MEETING JUNE, EXACT DATE TBC**

There being no further business the Chair declared the meeting closed at 10:37AM

CHAIRPERSON

The above minutes of the Snowy Monaro Region Biosecurity (Weeds) Advisory Committee Meeting of Snowy Monaro Regional Council held on 2 March 2023 were confirmed by Committee at a duly convened meeting on at which meeting the signature hereon was subscribed.

Minutes Bombala Exhibition Ground Section 355 Management Committee Meeting**Address:** CWA Room, Wellington Street, Bombala NSW 2632**Date** 14th April, 2023**Time:** 7.00pm**Present:**

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

1 Opening of the Meeting

The Chair, Neil Hennessy opened the meeting at 7.00pm.

2 Apologies

Anne Caldwell received apologies for the meeting from George Power and Neil received apologies from Graham Hillyer and Michael Sullivan.

Adoption of Previous MinutesMinutes from the meeting held on 8th March, 2023 are confirmed as a true and accurate record of proceedings.**Moved:** Clare Trevanion **Seconded:** Bronwen Podger **Carried****3. Business Arising from Previous Minutes**

1. Only old barbecue left.
2. Cooma jail inmates did an excellent job on the grounds.
3. **Moved:** Anita Walder that \$500 be contributed to the cost of the fence. **Seconded:** Peter Gough **Carried**
4. Neil Hennessy will follow up with Raelene Stevenson concerning the high school chairs.
5. Still looking into replacement couches.
6. Neil Hennessy will check the fridges in the canteen to see if they freeze.

4. Correspondence**In:**

1. emails from George Power – an apology for meeting and an update on proposed cricket pitch.
2. email from Alannah Dickeson – Draft recreation and open space strategy.
3. email from Erin Donnelly – Draft manual to guide volunteer management and advisory committees and minutes.

Out:

1. Nil

Moved: Clare Trevanion that the correspondence be accepted as read. **Seconded:** Nadean White **Carried**

5. Business Arising from Correspondence

1. Neil Hennessy attended an information session on open spaces and a proposed master plan.
2. There will more consultation on the S355 manual.

6. Treasurer's Report (Management Committee Bombala Exhibition Ground) 01/02/23 – 28/02/23

No report available this month.

7. Business Arising Treasurer's Report

1. Nil

8. General Business

1. Some areas of the showground a little rough after the show.
2. Power to be checked.
3. There will be a 15amp upgrade externally.
4. Netball court lights to be checked.
5. Richard Peadon **Moved:** a motion to support Currawarna by not charging for the use of the super room to hold meetings prior to the opening. **Seconded:** Nadean White **Carried**
6. ANZAC Sports Day has been transferred from the S355 Committee to the Events Committee.
7. **Moved:** Hugh Platts that the funds from the Sports Day be transferred from the S355 Committee to the Events Committee. **Seconded:** Richard Peadon **Carried**
8. Entry lights upgrade???
9. Cricket training pitch to run parallel to Caveat Street, a further inspection will be made ^{before} for a decision is made.

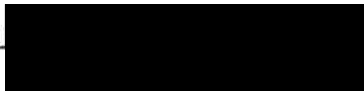
9. Date of next Meeting

The next monthly committee meeting will be held at 7.00pm on Wednesday, 10th May, 2023 at the CWA Rooms.

10. Close of Meeting

There being no further business the meeting concluded at 8.10pm.

CHAIRPERSON



DATE 10th May, 2023



Minutes

North Ridge Reserve s355 Advisory Committee

Date Wed 26th April, 2023.

Time 5.30.pm

Location Vin Good Room at Cooma Library

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7. Date of next meeting	4
8. Meeting close	4

1. Opening

The Chair opened the meeting at 5.30 pm.

2. Attendance and apologies

Name	Position	Attendance
Andrew Dawes	Chairperson	Present
Bella Grant	Correspondence Secretary	Apology
Tein McDonald	Minutes Secretary	Present till 6pm
Denis Minehan	Committee Member	Present
Mary Ziesak	Committee Member	Present
Graeme Little	Committee Member	Present
Louise Jenkins	Committee Member	Present
Paul Jennings	Committee Member	Present
Clr Tricia Hopkins	Council Representative	Apology
Lori Lollback	Committee Member	Apology

3. Adoption of previous minutes

(i) Minutes of the AGM held on 29th March 2023

Moved: Denis Minehan **Seconded:** Graeme Little **Carried**

(ii) Minutes of the committee meeting held on 29th March 2023

Moved: Mary Ziesak **Seconded:** Graeme Little **Carried**

4. Correspondence

Outgoing

Email – 31/03/2023 – Tein send confirmed Feb Minutes and Draft AGM and March minutes to Erin Donnelly in Governance.

Phonecall – 12/04/23 Between Brett, Bella and Tein re: Fixing the timing of the grant money provided for weed control. See notes from conversation in attached file

Email – 18/04/2023 to Alannah Dickenson noting lack of communication with NRR committee re commenting on the Recreation and Open Space Strategy

Incoming

Email – 03/04/23 From: Erin Donnelly. Re: New template to be used for committee meeting minutes AND Agenda. Minutes secretary to use this in future.

Email – 18/04/23 From: Brett Jones Re: Providing contact details for Stephen Watts – Natural Resource Management Project Officer at Crown Lands to discuss concerns re timing of weed funding. To be followed up by Bella or Tein. Tel: 02 4824 3712 | [E Stephen.watts@crownland.nsw.gov.au](mailto:Stephen.watts@crownland.nsw.gov.au)

Email – 20/04/23 From: Jean-Monique Hawkins Re: Advised she has had no response to her email from 'Trailforks'

Email – 19/04/2023 From: Alannah Dickeson suggesting there is an opportunity to comment on the Recreation and Open Space Strategy. (Email attached in business papers).

5. Action sheet

Date	Item	Action	Assignee	Notes
01/05/23	Revision of Reserve Management Plan	Send POM interim comments to Gaby T ad request extension of time to allow a dedicated NRR committee meeting to finalise comments	Tein McDonald	
24/05/23	Crown Lands weeds funding issues	Tein or Bella to phone Steve Watts Tein to discuss with Trish appropriate further action. A proposal to be written up and Brett to check over.	Tein McDonald, Bella Grant and Clr Hopkins	
06/05/23	Recreation and Open Space Strategy	Members of the committee asked to consider the draft and send comments to Graeme Little who will send comments to Alannah Dickenson by due date of 6 th May.	Louise Jenkins and Graeme Little	

6. General Business

6.1 Business Arising

(i) NRR Site Masterplan (i.e. Reserve management Plan) revision. Discussion of NRR committee contributions to send to Gaby Tagliapietra for inclusion in the revised plan. Tein proposes that we email what we have but ask for more time and that we have a dedicated meeting for this topic. Lori has also offered to take the committee on a walk to ascertain which areas have been previously cleared.

Committee Recommendation:

That we send Gaby Tagliapietra the comments that we have (as a guide to the scope of our comments) but ask for more time to allow the Committee to have a dedicated meeting to draft Program of works..

Moved: Tein McDonald.

Seconded: Graeme Little.

Carried

(ii) Recreation and Open Space Strategy. Members of the committee asked to consider the draft and send (asap) comments to Graeme Little who will send comments to Alannah Dickenson by due date of 6th May.

(ii) Crown Lands weeds funding issues. Bella and Tein had a meeting with Council's weeds officer Brett Jones. Notes from the meeting were provided to the committee.

(a) Tein or Bella to phone Steve Watts – Natural Resource Management Project Officer at Gouburn Crown Lands to discuss concerns re timing of weed funding 02 4824 3712 | [E Stephen.watts@crownland.nsw.gov.au](mailto:Stephen.watts@crownland.nsw.gov.au)

b) Tein to speak to Trisha Hopkins to discuss appropriate further action. A proposal to be written up and Brett to check over.

(iv) Seats donated by the Geehi Club. Now installed - BCRRF working group and SMRC very grateful.

(v) Landcare and Waterwatch held a successful planting on the creek flats within the Reserve (near the Western boundary) on 15th April.. (Funding provided by grant arranged by Council.)

(vi) Boundary marking. Item deferred till Louise and Tricia are both present at a meeting.

Definition of boundaries in some sense...needs to be included in the revised Site MasterPlan

(vii) Gates and regulatory signage. This item is on hold as we are waiting on the new firetrail to be built so that it can be identified which organisation will provide the gates and locks.

Items still on agenda but on the backburner for now

- **Closure of crown road reserve** within CNRR – Awaiting Crown Lands response.

6.2 Friends of North Ridge Reserve Bushcare group Update

The Friends of NRR Bushcare group have met with Rein Peet and J-M Hawkins who approved locations and procedures for creating piles of Cotoneaster debris in the APZ for winter – spring burning. J-M to provide more signs to notify residents. Most residents have been doorknocked re the piles. J-M to seek assistance from Corrective Services helpers.

6.3 BCRRF working group (Track signage grant) Update

- Some signs to be manufactured.
- Signs to be marked for installation.
- Designs edits need to be done.
- Parking area to be started in May.

6.4 RFS Update

Rein Peet met Friends of NRR on site and said that fuel reduction preparations and burns to be conducted late in the season (e.g October)

7. Date of next meeting

The next meeting will be held at 5.30 pm on 24 May 2023 at the Vin Good Room, Cooma Library.

8. Meeting close

The Chair closed the meeting at 6.55 pm.

Chairperson



Date 24/05/23

14. 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:

14.1 Legal Actions and Potential Claims Against SMRC

Item 14.1 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.

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.