



SNOWY MONARO
REGIONAL COUNCIL

BUSINESS PAPER

PUBLIC EXHIBITION COPY

Ordinary Council Meeting
15 February 2024

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 Bidhawal people and their Ancestors past and present.

Webcasting

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

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

**ON THURSDAY 15 FEBRUARY 2024
COMMENCING AT 1:00 PM**

BUSINESS PAPER

1.	OPENING MEETING	
2.	ACKNOWLEDGEMENT OF COUNTRY	
3.	COUNCILLOR REQUEST FOR ATTENDANCE VIA AUDIO-VISUAL	
4.	APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS	
5.	DISCLOSURE OF INTEREST	
	(Declarations also to be made prior to discussions on each item)	
6.	MATTERS DEALT WITH BY EXCEPTION	
7.	CONFIRMATION OF MINUTES	
7.1	Ordinary Council Meeting held on 21 December 2023	
8.	PLANNING AND DEVELOPMENT APPLICATION MATTERS	
8.1	Development Application 10.2023.137.1 - Two (2) Lot Subdivision	3
9.	OTHER REPORTS TO COUNCIL	
9.1	OPERATIONS	
9.1.1	Acceptance of NSW Government Grant Funding for Smiths Road and Cowbed Bridge	28
9.2	FINANCE	
9.2.1	Monthly Funds Management Report - December 2023	31
9.2.2	Monthly Funds Management Report - January 2024	35
9.2.3	Quarterly Budget Review Statement (QBRS) to 31 December 2023	39
9.2.4	Adoption of the 2022/23 Financial Statements	41
9.2.5	Terms of Reference - Finance Working Group	44
9.3	STRATEGY	
9.3.1	Post-Exhibition Report- Fees and Charges - Planning Proposals	48
9.3.2	Delivery Program Progress Report - February 2024	61
9.3.3	Terms of Reference - Audit, Risk and Improvement Committee	124

9.3.4	Server Room Power Supply Upgrade	136
9.3.5	Amendment to Donations and Sponsorship Policy	138
9.3.6	Amendment to Council Meeting Schedule 2024	141
9.3.7	Cooma Open Spaces and Recreational Facilities Advisory Committee Charter	144
9.3.8	Financial Sustainability Recommendations - Progress Update	152
9.4	COMMUNICATIONS	
9.4.1	Bombala Arts and Innovation Centre (8-12 Wellington Street) Update	168
9.4.2	Event Support Grant Applications	173
9.5	EXECUTIVE OFFICE	
9.5.1	Resolution Action Sheet Updates	190
9.5.2	Australian Local Government Association - Notice of Motions for National General Assembly 2024	191
9.6	WORKFORCE	
	Nil	
10.	REPORTS OF COMMITTEES	
10.1	Minutes from Management and Advisory Committees	193
10.2	Minutes of the Local Traffic Committee Meeting 23 January 2024	207
11.	NOTICE OF MOTION	
11.1	Scenic Assessment - Coonarang Windfarm	214
12.	MAYORAL MINUTES	
12.1	Change to Agenda Order	218
13.	QUESTIONS WITH NOTICE	
13.1	Use of Hire and Rental Vehicles	219
14.	CONFIDENTIAL MATTERS	222
14.1	Yallabee Lodge Divestment	
	<i>Item 14.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
14.2	Legal Actions and Potential Claims Against SMRC	
	<i>Item 14.2 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	
14.3	CEO's Performance Agreement	
	<i>Item 14.3 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i>	

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

Record No: 123/547

Applicant Number:	10.2023.137.1
Applicant:	C Odell
Owner:	C Odell & J L Flanders
DA Registered:	29/05/2023
Property Description:	58 Jerrara Drive EAST JINDABYNE NSW 2627 Lot: 3 DP: 1184903
Area:	3963m ²
Zone:	SP3 - Tourist
Current Use:	Dwelling
Proposed Use:	Subdivision
Permitted in Zone:	Yes
Recommendation:	Approval

RECOMMENDATION

That pursuant to section 4.16 of the *Environmental Planning and Assessment Act 1979 (as amended)* Council grants consent to 10.2023.137.1 for a Two (2) Lot Subdivision on Lot: 3 DP: 1184903, 58 Jerrara Drive EAST JINDABYNE NSW 2627 with conditions of consent attached to this report.

BACKGROUND

The subject land is four (4) hectares in size and is currently developed with a single dwelling on the allotment. The site is located on Jerrara Drive East Jindabyne. Most of the surrounding development is residential, with a commercial property located to the North.

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION



Figure 1: Location Map – Base maps



Figure 2: Location Plan (Imagery)

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION



Figure 3: View from Jerrara Drive looking west.



Figure 4: View of subject lot from Old Kosciuszko Road looking east.

PROPOSAL IN DETAIL

The development proposed is for the subdivision of the existing lot 3 DP 1184903

The applicant initially proposed a development comprised of a three (3) lot Torrens title subdivision. The proposed lots sizes were lot 1 1300m², lot 2 1763m² and lot 3 900m² and Lot 2 to encompass the existing approved dwelling.

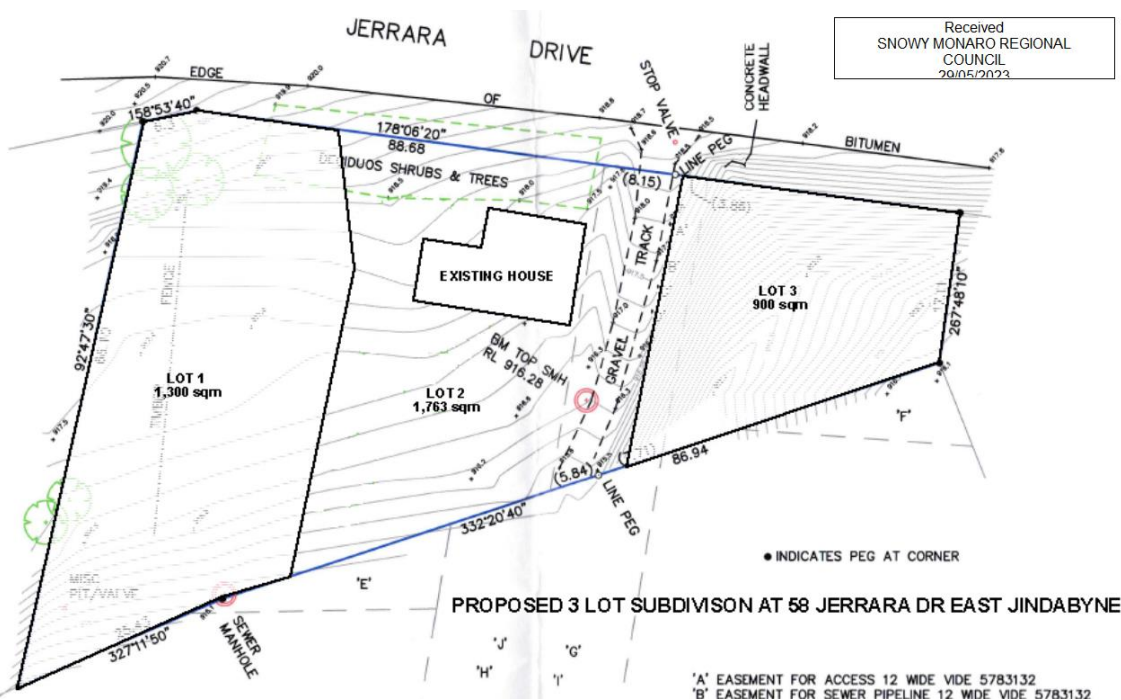


Figure 5: Initial three (3) lot subdivision plan.

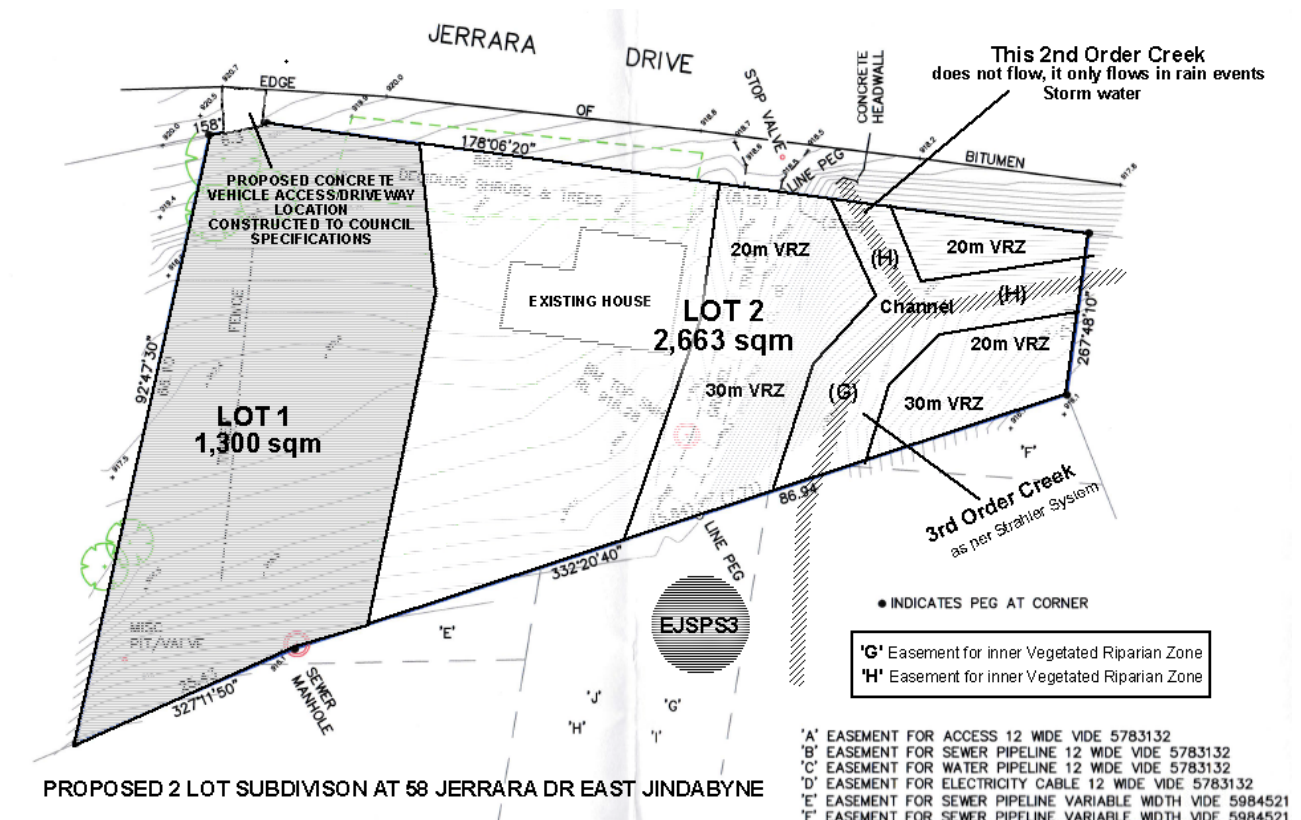
CLAUSE 37 EP& A REGULATION AMENDMENT

The applicant has provided an amended plan for the subdivision in response to the comments made by the Office of Water and Rural Fire Service.

The amended plan has reduced the number of lots proposed from 3 to 2 and as such the application has been amended to be a two (2) lot subdivision.

The proposed lots sizes are lot 1 1300m² and lot 2 2663m², which will contain the existing approved dwelling.

The amended plan also includes the required Inner Vegetated Riparian Zone along the watercourses within proposed lot 2.



In line with the Snowy Monaro Planning and Development Community Participation Plan (the Plan) the initial application for a 3 lot sub-division was notified and submissions were received which are outlined in detail later in this report. With the amendment to the application from a 3 lot subdivision to a 2 lot subdivision the provisions of the Plan outline that the amended application is not required to be re-notified. Upon review it was also considered not necessary to re-notify the proposal due to the reduction in lot numbers from 3 to 2. The points raised in submissions were still applicable to the revised proposal and were considered as part of the amended application, while noting that some of the issues raised have been addressed by the reduction of lot numbers.

RESPONSIBLE OFFICER ASSESSMENT

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

State Environment Planning Policies (SEPPs)	State Environmental Planning Policies (Transport and Infrastructure) 2021 State Environmental Planning Policies (Resilience and Hazards) 2021
Local Environmental Plan (LEP) (including draft LEPs)	Snowy River Local Environmental Plan 2013 (SRLEP 2013)
Development Control Plans	Snowy River Development Control Plan 2013 (SRDCP 2013)

Section 4.15 and EP&A Act Checklist

The suitability of the site for the development:	The site is generally suitable for development.
The provisions of any environmental planning instrument and draft environmental planning instrument:	The proposal has been assessed against the provisions of all relevant SEPP's and the development has been found to achieve an acceptable level of compliance. The proposal has been examined in detail against the provisions of SRLEP 2013 and has been found to achieve an acceptable level of compliance.
The provision of any development control plan:	The application generally complies with the provisions of Council's Development Control Plan.
Any matters prescribed by the regulations:	The application generally complies with the EP&A Regulation 2000 and 2021.
The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality:	The likely impacts of the development have been appropriately considered and assessed as part of this application and appropriately addressed.
Any submissions made in accordance with the EP&A Act or the regulations:	The application was notified and advertised in line with the provisions of the Snowy Monaro Planning and Development Community Participation Plan 2019. A total of 6 submissions were received. Details of notification and submissions received are discussed below.
The public interest:	The proposal is not considered to be contrary to the public interest, as it complies with the Council's standards and will not contribute to creating an undesirable precedent.

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

State or Federal Agency	Comments
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RFS	Response received. Conditions of consent have been provided.
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External Referrals

State or Federal Agency	Comments
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Office of Water	Initial response required additional information to be provided as per below:
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The Statement of Environmental Effects and Proposed Subdivision Lot Layout submitted does not have due regard for the Department's Controlled Activity Guidelines for Riparian Corridors. A revised Statement of Environmental Effects (and potentially revised subdivision layout plan) is required that assesses and considers how the development will comply with the CAA Guidelines for Riparian Corridors, noting that Vegetated Riparian Zones are required for both the second and third order watercourses that traverse the Proposed Lot 3.

Office of Water confirmed that the provision of an amended plan showing at least a minimum of the required Inner Vegetated Riparian Zone would be sufficient to meet the required additional information.

The applicant provided an amended plan to which a response was received and general terms of approval.

Internal Referrals

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

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

- 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 – no impediment to development exists.
Significant vegetation	The property is not identified with Terrestrial Biodiversity on Council’s mapping system.
Adjoining development	Similar nature, scale and design to proposal.
Suitability of proposed works / building	Generally acceptable having regard to constraints of the land.
Streetscape	The proposal generally compatible with adjoining development.
Stormwater disposal	Into council system.
Services	Electricity / telephone/water.
Views	nil impact to and from site.
Contamination	nil identified.
Bushfire	A portion of the subject site is classified as bushfire prone.
Flooding	nil impact.
Vehicular access	The site has coinciding legal and practical access.
Aboriginal sites	nil identified on-site.
Threatened species	nil identified on-site.
Grasslands	nil identified on-site.
Rivers/streams	not applicable.
Effluent disposal	All allotments are to be connected to Councils sewer system.
Prevailing winds	nil impact.
Easements and restriction on	An easement runs through the allotment from Jerrara Drive

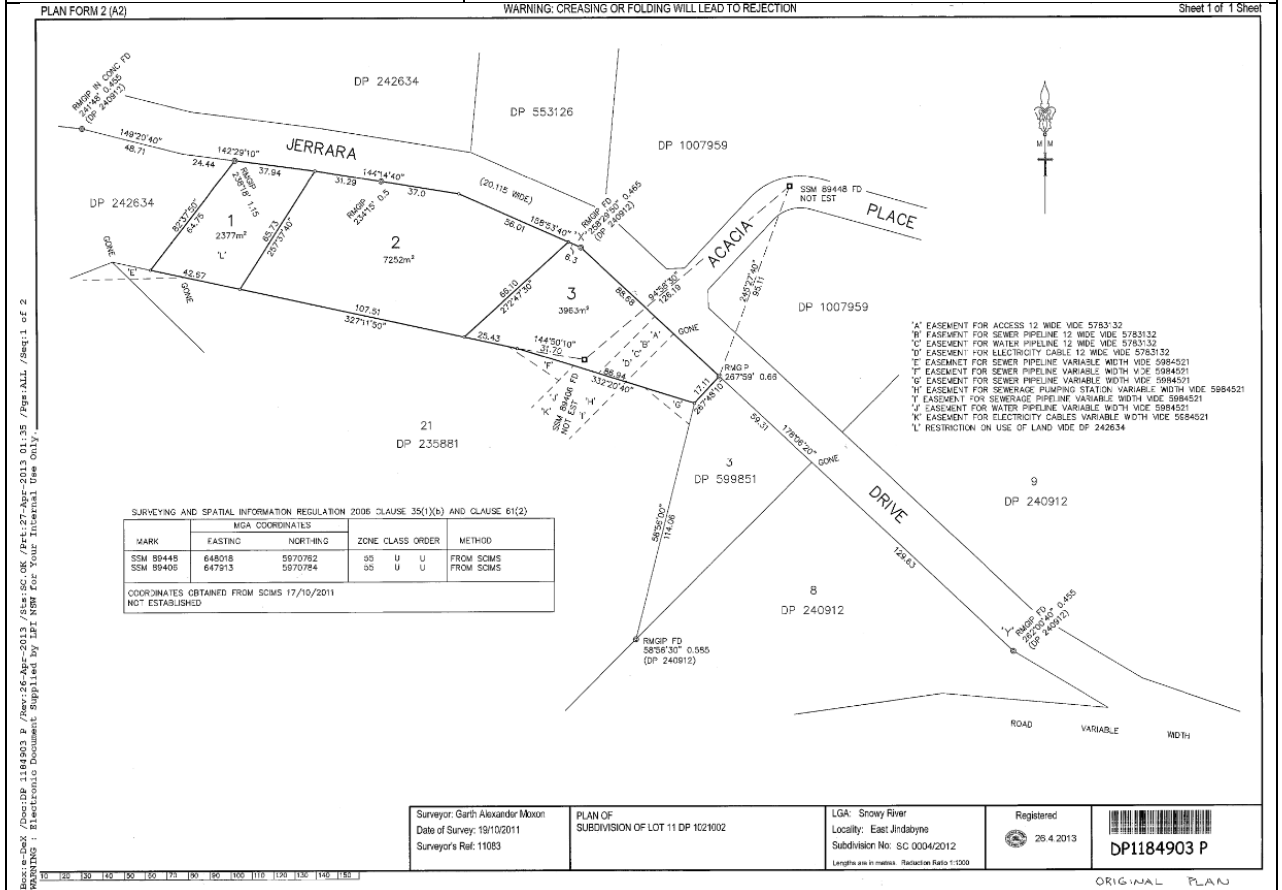
8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

use

to Council land as shown below, for service vehicles to access sewerage pumping station, and other services such as water, and electricity.

The easement does not provide for community access to the lake.

Note that the diagram below shows the original lot (lot 3) which contains the existing easements



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 (Resilience and Hazards) 2021

Contamination of the site is unlikely. The site has been used for residential purposes and there is no evidence of contaminants such as oils or chemicals. The contamination status of the site remains unchanged and the proposal therefore complies with the requirements of the SEPP.

Section 4.15 Assessment

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

- The subject land is zoned: SP3 - Tourist
- Definition of land usage under SRLEP 2013: Subdivision
- The proposal is permissible with development consent from Council pursuant to Zone SP3 of the SRLEP 2013.
- The proposal is considered to be consistent with the aims and objectives of the plan.

Zone SP3 Tourist

1 Objectives of zone

- To provide for a variety of tourist-oriented development and related uses.
- To provide tourist development that is compatible with the environmental, scenic or landscape qualities of the area.
- To enable other uses that complement tourist development without eroding the retail hierarchy of the local centres and villages.
- To ensure that development is sympathetic with the rural setting, scenic values and landscape features of the area.

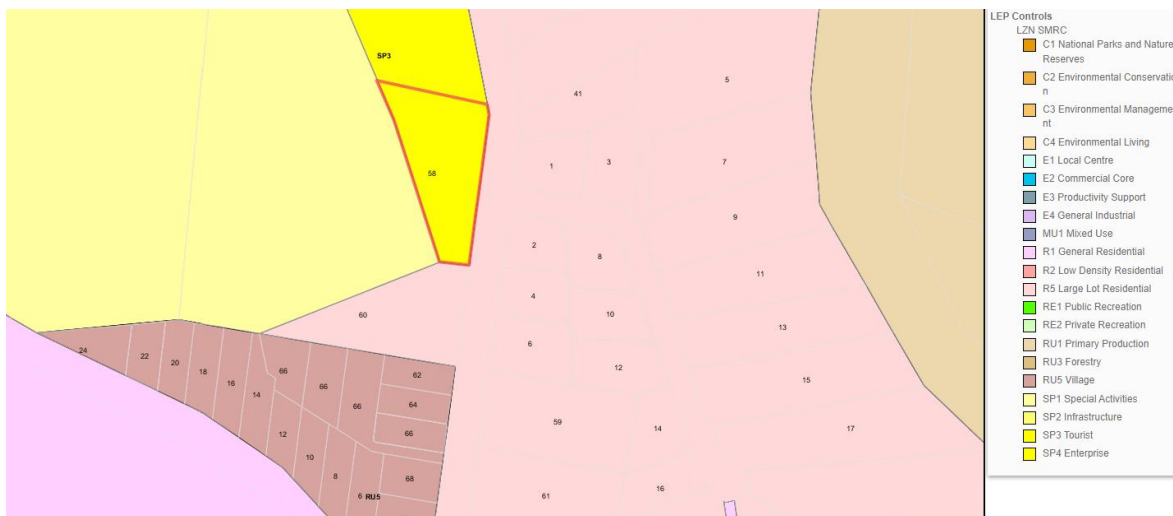


Figure 6: Land zone map

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

Clause 4.1 Minimum subdivision lot size

The subject land is not mapped with a minimum lot size and as such this clause does not apply.

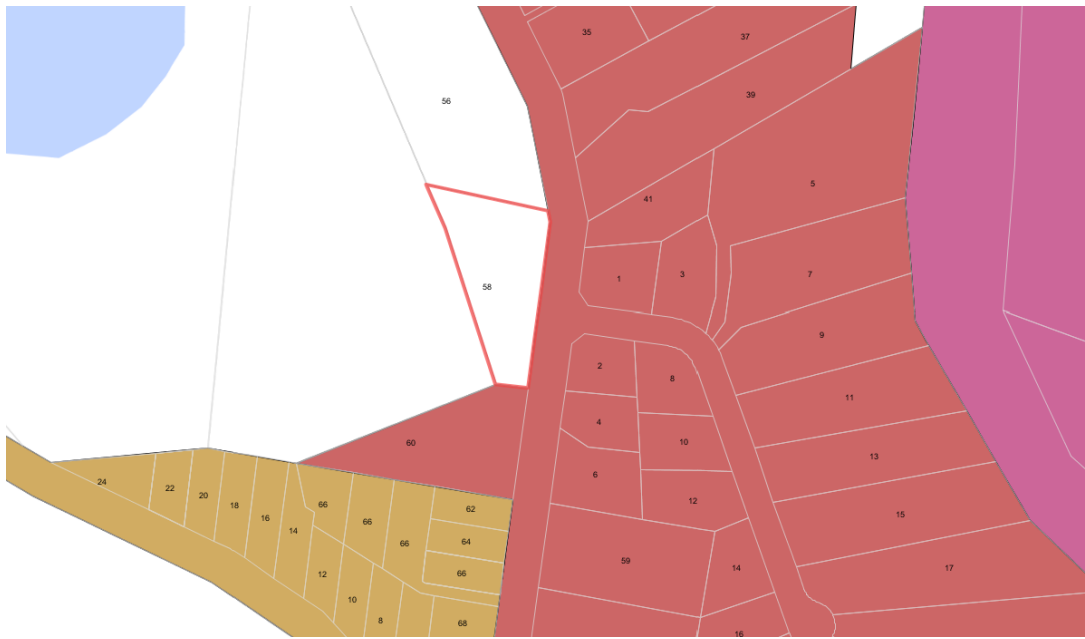


Figure 7: Minimum Lot Size Map

7.3 Riparian land and watercourses

The subject lot is identified as containing a “Watercourse” on the Riparian Lands and Watercourses Map and as such this clause applies.

The initial subdivision proposed three (3) lots on which proposed lot 3 was burdened by both a third and second order watercourse. There had been no consideration given in The Statement of Environmental Effects and Proposed Subdivision Lot Layout to the Department's Controlled Activity Guidelines for Riparian Corridors.

The amended plans provided has combined lots 2 & 3 into one (1) lot and has shown the required Inner Vegetated Riparian Zone. The conditions of consent provided by the Office of Water require the inclusion of a restriction on use to be included on an 88B instrument.

As such it is considered that the amended plans and the inclusion of a restriction on use over the watercourse the proposed development will minimise impacts on the watercourse and to accommodate appropriate mitigation measures.

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

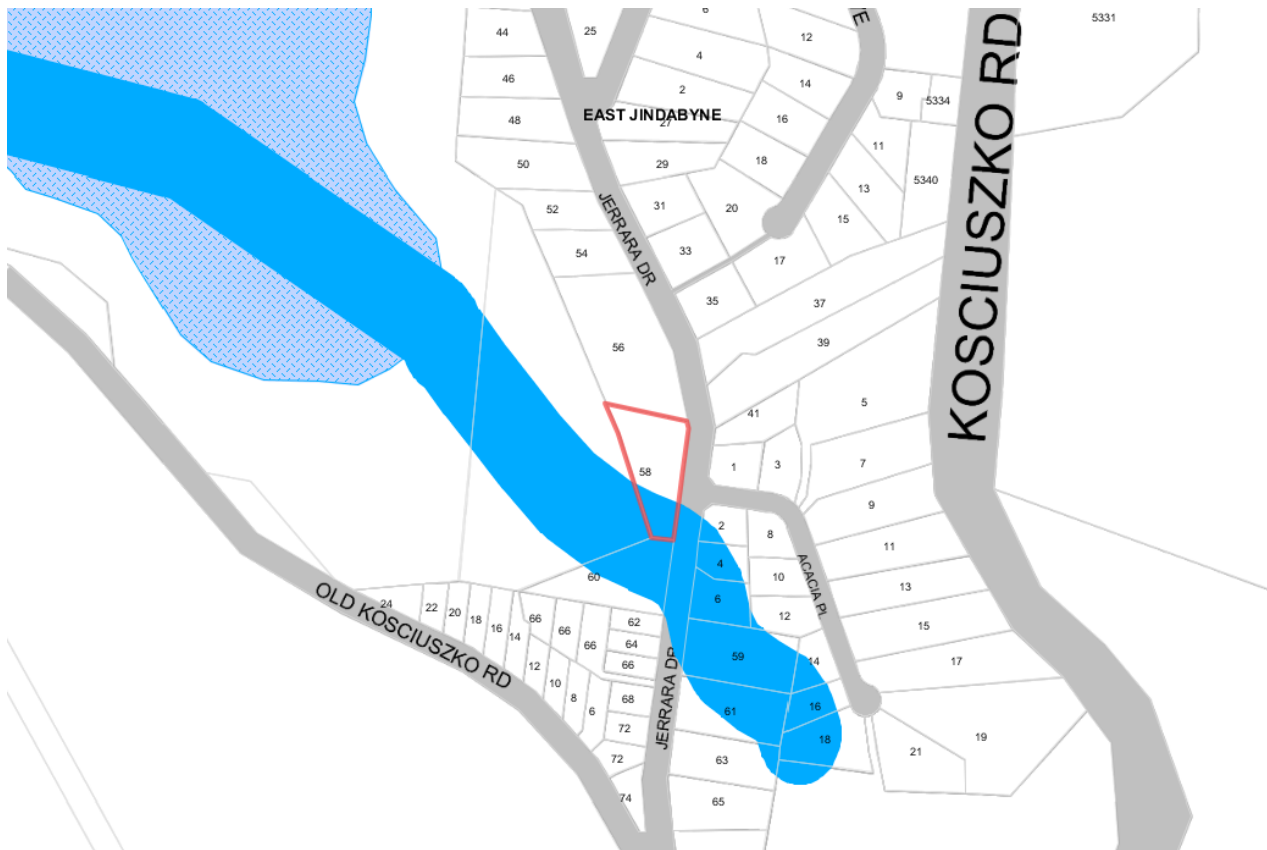


Figure 8: Riparian Lands and Watercourses Map

Clause 7.6 Development within the Lake Eucumbene and Lake Jindabyne scenic protection areas

The subdivision will enable future development of the subject site which will be visible when viewed from the lake however given the surrounding locality there will not be any significant negative visual impacts caused by future development when viewed from Lake Jindabyne.

Clause 7.9 Essential services

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

- a. The supply of water is proposed to be provided by connecting to Councils infrastructure.
- 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 provided by connecting to Councils infrastructure.
- d. Stormwater drainage or on-site conservation is proposed to be provided by connecting to Councils infrastructure.
- e. Vehicular access direct to Jerrara Drive.

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
A3 Public Notification	Neighbour Notified and Advertised – 14 days. (07/06/2023 – 21/06/2023)
B2 Town & Village Plans	
2. Jindabyne and Surrounds	The proposed development is considered to support the vision for the Jindabyne area by providing additional allotments for Tourist purposes and will allow the East Jindabyne to continue to grow and provide a range of accommodation types.
C General planning considerations	
C1 Subdivision	
General Subdivision Requirements	
2.2 Controls	
C1.2-1 Minimum Subdivision Lot Sizes The minimum subdivision lot sizes are identified in the Snowy River LEP 2013 and the accompanying Lot Size Maps.	There is no minimum lot size applicable to the land.
C1.2-2 Subdivision Design (a) The subdivision design must consider the physical characteristics of the land including bushfire hazard and ensure the protection of key environmental features including significant vegetation, natural landforms including rocky outcrops, topographic features and watercourses. (b) Subdivision design must consider the orientation of future dwellings on the site to encourage north facing dwellings.	 (a) The subject land is bushfire prone land and has been referred to the RFS. The RFS have issued a Bushfire Safety Authority and conditions of consent. The land is also burdened with a water course which has been encompassed within proposed lot 3. The application was referred to the office of Water. After consultation the applicant has provided amended plans to the satisfaction of Office of Water, who have provided General Terms of Agreement. (b) The proposed layout is considered satisfactory, with the lots running E/W orientated horizontally and as such will allow the opportunity for norther facing dwellings.

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

<p>(c) Council may consent to the creation of a hatchet shaped allotment of land. Where this is proposed within Zone R1 General Residential, R2 Low Density Residential or RU5 Village the subdivision must not involve a lot being developed that is already a hatchet shaped allotment.</p> <p>(d) All hatchet-shaped allotments in Residential or Village zones must have a minimum access handle width of 6 metres.</p> <p>(e) The minimum area requirements for all hatchet-shaped allotments are to be measured excluding the access handle.</p> <p>(f) All allotments are to be of a regular shape.</p> <p>(g) The allotments to be created must be designed to minimise any bushfire hazard and are to be designed in accordance with Planning for Bushfire Protection 2006 (refer Chapter C7 – Natural Hazard Management). Perimeter roads should be used to assist in minimising fire risk rather than clearing the site.</p>	<p>(c) Not Applicable – no battle-axe lots proposed.</p> <p>(d) Not Applicable</p> <p>(e) Not Applicable</p> <p>(f) Satisfactory - All proposed lots are primarily regular in shape.</p> <p>(g) Satisfactory – the application has been referred to the RFS. The RFS have issued a Bushfire Safety Authority and conditions of consent in accordance with PBP 2019.</p>
<p><u>C1.2-3 Agricultural Land</u></p>	<p>The subject land does not include any Class III agricultural land and as such this section does not apply.</p>
<p><u>C1.2-4 Flora and Fauna Protection</u></p>	<p>The subject land is not identified with Terrestrial Biodiversity mapping. However, the site is identified with riparian mapping and as such this section does apply.</p> <p>Amended plans have been provided which combines the initial proposed lots 2 & 3 into one (1) lot and has shown the required Inner Vegetated Riparian Zone. The conditions of consent provided by the Office of Water require the inclusion of a restriction on use to be included on an 88B instrument.</p>

	<p>As such it is considered that the amended plans and the inclusion of a restriction on use over the watercourse the proposed development will minimise impacts on the watercourse and to accommodate appropriate mitigation measures.</p>
<p><u>C1.2-6 Building Exclusion Areas</u></p> <p>The location of building exclusion areas is to be shown on the development application plans to identify areas that have development constraints (i.e. bushfire prone land, slope, significant vegetation, areas of heritage significance) and would not be suitable to subdivide for future building and development. Consequently areas not included in the building exclusion areas would be investigated as being suitable for future building and development.</p> <p>(a) The site plans are to identify building exclusion areas which are based on an analysis of site design and environmental constraints including (but not limited to): bushfire prone land, flooding, flora and fauna protection, slope and landslip, land contamination, impact on views, ridgelines and areas of heritage significance;</p> <p>(b) If the building and development sites identified outside the building exclusion areas are visible from an arterial road, a visual impact assessment undertaken by a suitably qualified professional is to be provide to demonstrate how the visual impact of the development can be minimised when viewed from the arterial road.</p>	<p>The subject land has been identified as having a watercourse.</p> <p>A condition of consent will impose an inner vegetation exclusion zone along the water course so as to ensure that no future development will cause any negative impact.</p>
<p><u>C1.2-7 Provision of Services</u></p> <p>(a) An electricity supply must be provided to each allotment in accordance with the requirements of the relevant electricity authority.</p>	<p>(a) The proposed development will be serviced by mains electricity and a condition of consent will ensure that this is in accordance with the requirements of the relevant electricity authority.</p>

<p>(b) The applicant must demonstrate that telecommunications (whether fixed line or mobile) can be provided to the site.</p>	<p>(b) A condition of consent will require the applicant must demonstrate that telecommunications can be provided to the site prior to the release of the subdivision Certificate.</p>
<p>C1.2-8 Access</p> <p>(a) The subdivision must not create additional riparian access rights to streams, creeks, rivers or other waterways.</p> <p>(b) All allotments created by subdivision (including boundary adjustments) must have coinciding legal and practical (properly constructed) access in accordance with Councils development design and construction specifications.</p>	<p>(a) Complies.</p> <p>(b) All lots within the proposed subdivision have coinciding legal and practical access. A condition of consent will require the construction to be carried out in accordance with Councils Standards.</p>
<p>C3 Car-parking, Traffic & Access</p>	
<p>C3.1-1 Permanent and Practical Legal Access</p> <p>(a) All development, including all allotments created by subdivision (including boundary adjustments) must have coinciding legal and practical (properly constructed) access in accordance with Councils development design and construction specifications.</p> <p>(b) Access roads are to be designed to minimise road infrastructure by utilising the most direct, and where possible the existing, legal routes.</p> <p>(c) An applicant wishing to construct a Crown public road is required to obtain Council’s concurrence to the ownership of the road being transferred to Council. Where the applicant cannot obtain the concurrence of Council to the transfer of ownership, the application for road construction will not be accepted.</p> <p>(d) Access by undedicated roads (including undedicated Crown</p>	<p>(a) All lots within the proposed subdivision have coinciding legal and practical access. A condition of consent will require the construction to be carried out in accordance with Councils Standards.</p> <p>(b) There are no proposed roads.</p> <p>(c) Not Applicable.</p> <p>(d) Not Applicable.</p>

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION


<p>reserve roads, Forestry roads and Livestock Health and Pest Authority reserves) requires the consent of the public authority (eg. Roads and Maritime Services) and will only be permitted in similar circumstances to those for rights of carriageway and subject to the same conditions applicable to rights of carriageway.</p> <p>(e) Where the development requires a second bushfire access/egress route, this is to be a permanent legal and practical access.</p> <p>(f) Where the existing road alignment does not match the dedicated or legally recognised road alignment, the road alignment should be rectified through realignment, closure, road construction or dedication.</p> <p>(g) Any additional length of public road created as part of the development and proposed to be transferred to the control of Council is to be minimised.</p> <p>(h) Direct access from either the Alpine Way or Kosciuszko Road is not to be provided to a development unless the site has no other practical alternatives that exist or can be created.</p> <p>(i) Consideration must be given to whether traffic associated with the proposed development will cause the condition of the roads to deteriorate and whether funds are or will be available for road maintenance and whether any financial contributions from the proposed development are sufficient to upgrade the roads likely to be affected.</p>	<p>(e) Not Applicable.</p> <p>(f) Not Applicable.</p> <p>(g) Not Applicable.</p> <p>(h) Not Applicable.</p> <p>(i) The primary access to the proposed development is from Jerrara Drive. There is potential for the traffic associated with the proposed development to utilise the existing local road network to cause the condition of the roads to deteriorate – there are no associated s 7.12 road contributions able to be applied under the current contribution plan to contribute to the upgrade of the potentially affected roads.</p>
<p>C3.1-3 Public Roads</p>	<p>Not Applicable</p>

<p>C3.1-4 Development Fronting Main or Arterial Roads</p>	<p>Not Applicable</p>
<p><u>C3.1-5 Adequacy of Access</u></p> <p>(a) The standard of all-weather access roads to the development is to adequately cater for existing and potential traffic.</p> <p>(b) The road reserve width is to be sufficient to cater for all functions that the road is expected to fulfil, 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>(e) All intersections and vehicular entrances are to satisfy the relevant design standards published by the Roads and Maritime Authority.</p> <p>(f) 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. Note: Access to the site and design for turning circles for garbage and recycling vehicles is to be in accordance with the provisions of Chapter C10 Waste Management and Recycling.</p>	<p>(a) The existing road is all-weather.</p> <p>(b) The existing road with is compliant with Councils standards and will be sufficient to cater for all functions that the road is expected to fulfil.</p> <p>(c) The existing road with is compliant with Councils standards and will allow vehicles to proceed safely at the operating speed intended for that road.</p> <p>(d) Not Applicable</p> <p>(e) Conditions of consent have been provided and will require the construction to be in accordance with relevant design standards.</p> <p>(f) The proposed access will be 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 – conditions of consent to apply.</p>
<p>C3.1-6 Minimising Impacts</p> <p>(a) Consideration is to be given to the impact the traffic associated with the proposed development will have on existing roads, road safety and other road users.</p>	<p>(a) The proposed access to the development is from Jerrara Drive. It is considered that the existing local road network is adequate and can support the associated traffic generated by the proposed development.</p>

<p>(b) Physical impact on the environment and on the visual landscape are to be minimised through site planning and design.</p> <p>(c) Car parking areas and access roads to be designed, surfaced and sloped to facilitate stormwater infiltration on-site.</p> <p>(d) Access roads are not to exceed 12% slope and are to be designed to work with the contours of the land (minimising cut and fill).</p> <p>(e) Access roads are not to proceed through rock outcrops, natural features or existing vegetation stands and are not to be located on prominent hill faces or ridgelines. Note: Refer to Planning for Bush Fire Protection 2006 (PBP) at www.rfs.nsw.gov.au for any special access requirements related to developments within Bush Fire Prone Land (Refer Chapter C7 – Natural Hazard Management).</p>	<p>(b) The visual impact of the development will occur once future development of the site occurs. Given the urban built area surrounding the subject site is considered that any future development would not have an unreasonable impact.</p> <p>(c) Not applicable – no proposed new roads.</p> <p>(d) Not applicable – no proposed new roads.</p> <p>(e) Not applicable – no proposed new roads.</p>
<p><u>Controls C3.2-1 Pedestrian and Cycle Access</u></p> <p>(a) All development is to provide high quality accessible routes to public and semipublic areas, including major entries, communal open space, site facilities, parking areas and pedestrian pathways.</p> <p>(b) All pedestrian links are to have appropriate levels of illumination.</p> <p>(c) All entrances to buildings.</p> <p>(d) commercial premises</p> <p>(e) Potential pedestrian and vehicle conflict is to be minimised by ensuring clear sight lines at pedestrian and vehicle crossings, utilising traffic calming devices and separating and clearly distinguishing pedestrian and vehicular accessways (eg using</p>	<p>(a) There is a significant geological feature, gully, between the subject land and the existing footpath on the opposite side of Jerrara Drive and it is considered unreasonable and impractical to connect to the existing footpath. Therefore, there is no proposed condition to require the construction of a footpath.</p> <p>(b) Street lighting will not be a condition of consent.</p> <p>(c) N/A</p> <p>(d) N/A</p> <p>(e) At present, there are no pedestrian walkways in place along the specified stretch of Jerrara Drive. Considering the topographical characteristics of the gully</p>

8.1 DEVELOPMENT APPLICATION 10.2023.137.1 - TWO (2) LOT SUBDIVISION

<p>bollards or changes in pavement treatment).</p> <p>(f) All vehicle access points to a development are to provide a minimum 1.5 metres landscaped setback to neighbouring properties.</p>	<p>and the presence of a vegetated road verge adjacent to proposed lot 2, it can be reasonably inferred that individuals seeking to traverse this area on foot would opt for the eastern side of Jerrara Drive. This choice is substantiated by the fact that the eastern side offers a more distinct and spacious road verge compared to the alternative. The application proposes 1 additional driveway. The existing conditions are considered to be satisfactory.</p> <p>(f) N/A</p>
<p>C4 Heritage</p>	<p>Not Applicable</p>
<p>C5 Tree preservation & Landscaping</p>	<p>There are no trees of significance within the subject land and the removal of trees within the lot has no foreseen unreasonable impact.</p>
<p>C7 Natural Hazard Management</p>	<p>The subject property is identified as being bushfire prone land.</p> <p>The RFS have issued a Bushfire Safety Authority and conditions of consent.</p>
<p>C8 Environmental Management</p> <p>Minimising Conflicts</p> <p>(h) In assessing development adjoining the existing residential uses, the Council must consider whether or not the development is likely to have a significant impact on the residential uses including increased vehicle movement and noise.</p>	<p>The subdivision will increase traffic movements and during the initial construction phase of the subdivision this will result in additional noise within the area; however, the noise associated with construction would be temporary and have no lasting impact.</p> <p>The noise generated by the additional dwellings are considered to be reasonable as both the subject land and the area through which the traffic will pass are both urban and will be used for residential development.</p>
<p>C9 Energy & Waste Efficiency, Water Supply & Effluent Disposal</p>	<p>Future development will be connected reticulated water and sewer to council's standards.</p>
<p>C10 Waste management & Recycling</p>	<p>Councils waste and recycling collection service is available to the site.</p>

<p>COUNCIL RESOLUTION 549/18</p>	
<p>1. Development must consider providing within their site, publicly accessible pedestrian paths that are well linked into the surrounding pedestrian network and to the lake foreshore shared path easement.</p>	<p>There is a ROW which benefits Council for access to infrastructure, however there is no public access along this ROW.</p> <p>The applicant has not proposed to have a public access to the lake through the land.</p>
 <p>An aerial photograph showing a residential subdivision. The lots are numbered from 2 to 72. A red boundary line highlights a specific area within the subdivision, likely the subject of the development application. The area includes a road, trees, and some buildings. The surrounding area is a mix of residential lots and open space.</p>	
<p>2. Development must provide justification that an adequate level of open space is provided to enable passive and active recreational activities for residents.</p>	<p>The subdivision is for an additional 1 lot and it is not considered reasonable for a small scale subdivision to incorporate additional public open space.</p>
<p>3. Street lighting should be designed so that it minimises areas of glare or light spillage that would be detrimental to the preservation of a dark sky environment in East Jindabyne.</p>	<p>No street lighting proposed or required.</p>

Impacts of the Development – Environmental, Social & Economic

Access, transport and traffic

The proposed access to the development is from Jerrara Drive. It is considered that the existing local road network is adequate and can support the associated traffic generated by the proposed development.

Impacts on supply of utilities

All proposed lots are required to be connected to reticulated water and sewer, to council's standards. The developer will be required to pay for the infrastructure required to service the site and payment of developer contributions will be required for all lots in the development. These contributions are payable prior to the issue of the subdivision certificate for each stage of the development.

Noise and vibration

The subdivision will increase traffic movements and during the initial construction phase of the subdivision this will result in additional noise within the area; however, the noise associated with construction would be temporary and have no lasting impact.

The noise generated by the additional dwellings are considered to be reasonable as both the subject land and the area through which the traffic will pass are both urban and will be used for residential development.

Safety, security and crime prevention

It is likely the safety and security of the area is to benefit with the future addition of new dwellings in the subdivision as this will increase public surveillance.

Social impact in locality

The development is not considered to have an unreasonable social impact on the locality. It will bring additional sites onto the market allowing for choice in accommodation and land type. The site is proposed to provide pedestrian and vehicular links into Jerrara Drive.

Economic impact in locality

The development is not considered to have an undesirable economic impact on the locality. The developer will be required to pay for the infrastructure required to service the site and payment of developer contributions will be required for all lots in the development. These contributions are payable prior to the issue of the subdivision certificate for each stage of the development.

SUBMISSIONS

The application was notified, in accordance with relevant requirements of the Snowy Monaro Planning and Development Community Participation Plan 2019 and the relevant statutory regulations. Notification letters were sent out to adjoining landowners for a period of 14 days. As noted previously, it was not considered necessary to renotify the proposal following the change from 3 lots to 2 lots.

In total six (6) objections were received and the issues raised have been summarised below. Copies of all submissions made form an attachment to this report.

Submission 1

- Impact on the watercourse which traverses proposed lot 3
- Concern that there is no site available for future buildings
- Proposed that lot 3 is to include the access easement and the whole lot dedicated to Council.

Submission 2

- Impact on the watercourse which traverses propose lot 3
- Concern that there is no site available for future buildings
- Proposed that lot 3 is to include the access easement and the whole lot dedicated to Council.

Submission 3

- Subdivision is not a permitted use
- Suitability for future development of Tourist related development.
- Concern that there is no site available for future buildings
- Proposed that lot 3 is to include the access easement and the whole lot dedicated to Council.

Submission 4

- Unresolved compliance matters on DA4164/2017 - Approval and use of “managers residence”
- Council Easement
- Pedestrian Walkway
- Creek line
- Wasted land – usability of lot 3

Submission 5

- Unresolved compliance matters on DA4164/2017
 - Drainage creek – usability of lot 3
 - Pedestrian Walkway
 - Questionable purpose for development
There is no proposal for tourist facilities in the subdivision as was the original justification for a 'manager's residence' A subdivision would enable parcels to be sold separately and is likely to be further dilution of the intention of the current zoning. It too further eliminates the need for a 'manager's residence'. The developer has provided no justification or evidence of any benefits that this development would bring. If he is intending to develop this for tourist use as it was zoned, then the subdivision is not necessary.
-

Submission 6

Submission A

- Impact on the watercourse which traverses proposed lot 3
- Removal native vegetation
- Traffic Congestion
- SP3 zoning – permissibility and future use

Submission B

- Unresolved compliance matters on DA4164/2017 - Approval and use of “managers residence”
- Impact on the watercourse which traverses propose lot 3
- Removal native vegetation
- Traffic Congestion
- SP3 zoning – permissibility and future use

Officer’s Response

Unresolved compliance matters on DA4164/2017 - Approval and use of “managers residence”

The approved land use for the residence approved under DA4164/2017 was a dwelling, which was permissible under the provisions of clause 5.3 (Development near zone boundaries). It appears that this aspect has been misunderstood.

Pedestrian Walkway and proposal that lot 3 be dedicated to Council for public access to the lake.

Lot 3 DP 1184903 (the original site) is a privately owned allotment. Although it was stated that the public previously used the land to access the lake, without an easement or Right of Way providing for public access through the property, any such access would not have been lawful. The current owners have not proposed the dedication of proposed lot 3 to Council and as such this does not form part of the application and cannot be considered. It is further noted that the lot initially proposed as Lot 3 has been incorporated into the allotment containing the existing approved dwelling.

Impact on the watercourse which traverses proposed lot 3

Amended plans have been provided which combines the initial proposed lots 2 & 3 into one (1) lot and has shown the required Inner Vegetated Riparian Zone. The conditions of consent provided by the Office of Water require the inclusion of a restriction on use to be included on an 88B instrument.

As such it is considered that the amended plans and the inclusion of a restriction on use over the watercourse the proposed development will minimise impacts on the watercourse and to accommodate appropriate mitigation measures.

Removal of native vegetation

The amended plans will provide for an inclusion of a restriction on use. As such, the amended plans and the inclusion of a restriction on use over the watercourse the proposed development will minimise impacts on the watercourse and to accommodate appropriate mitigation measures.

Traffic Congestion

The adequacy of the Jerrara Drive and Kosciuszko Road in regards to the addition of a single additional allotment is deemed to be adequate. As such the proposed development does not trigger a requirement for an upgrade to the intersection.

SP3 zoning – permissibility and future use

Any future development would be subject to assessment. This application is for the subdivision of land only and is considered to meet the relevant development standards.

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 (*Under Separate Cover*)
 2. Amedned Proposed Subdivision Plan - 2 Lots (*Under Separate Cover*)
 3. Original Proposed Subdivision - 3 Lots (*Under Separate Cover*)
 4. Statement Of Environmental Effects (*Under Separate Cover*)
 5. Bushfire Assessment Report (*Under Separate Cover*)
 6. RFS Determination (*Under Separate Cover*)
 7. Submissions (*Under Separate Cover*)
 8. Generated Pre-DA Form (*Under Separate Cover*)
-

9.1.1 ACCEPTANCE OF NSW GOVERNMENT GRANT FUNDING FOR SMITHS ROAD AND COWBED BRIDGE

Record No: 124/47

OFFICER'S RECOMMENDATION

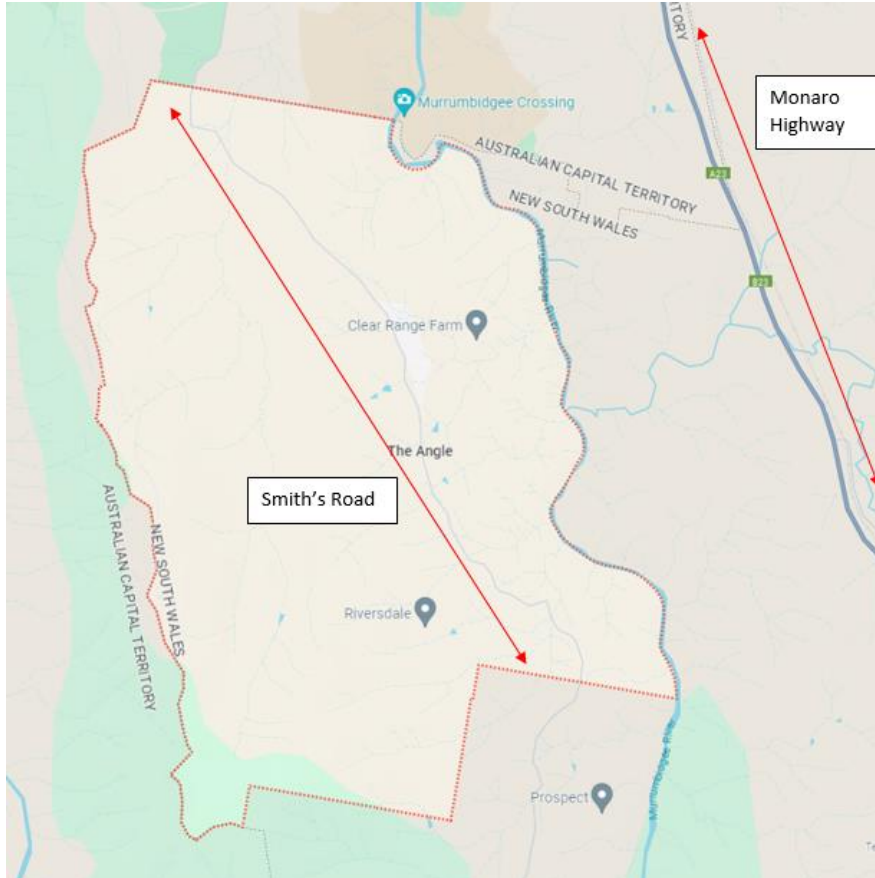
That Council accepts funding from NSW Government for \$5.1M to upgrade Smiths Road and Cowbed Bridge and that budgets along with Councils Delivery and Operational Plans be amended accordingly.

ISSUES

During the 2023 NSW State election period a commitment was made to invest \$1.8 million dollars to upgrade Cowbed Bridge and \$3.3 million dollars to pave 3.03km of Smiths Road at The Angle.

On 20 December 2023, council were informed of an announced by State Government to invest \$5.1M to upgrade Cow Bed Bridge and Smiths Road. A funding Agreement between Transport for NSW and Snowy Monaro Regional Council has been issued and requires completion (signature) and return by Council prior to any release of funds.

The section of Smiths Road falling under Snowy Monaro Regional Council responsibility is located near the border between NSW and ACT and access is via the ACT off Naas Road with 7.5 kilometres of Smiths Road under maintenance responsibility of the ACT Government and the remaining 13.56 kilometres under maintenance responsibility of SMRC.



9.1.1 ACCEPTANCE OF NSW GOVERNMENT GRANT FUNDING FOR SMITHS ROAD AND COWBED BRIDGE

The 3.3M allocated through this funding agreement intends to upgrade those sections of Smiths Road classified as COLLECTOR, which equates to:

- 3.92 kilometres of which 3.03 kilometres is unsealed and funded for upgrade.

RISK ASSESSMENT

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

Asset management – If the funding is not approved upgrades to Cowbed Bridge and Smiths Road will not proceed presenting a risk to the public, transport and susceptibility to extreme weather conditions.

Reputation and Image – The Smiths Road upgrade has been subject to funding offers under previous State Government grants i.e. Fixing Local Roads Round 1. Unfortunately the original grant of \$1,197,608.55 was insufficient to deliver the necessary upgrades in accordance with the design. Cowbed Bridge has also been earmarked for replacement since 2019, however attempts to start this project have failed due to funding shortfalls.

This State Government grant of \$3.3M will enable an upgrade from unsealed to sealed, those sections of Smiths Road classified as COLLECTOR i.e. 3.03 kilometres.

FINANCIAL IMPACTS

	Amount	Details
Capital Investment (Smiths Road)	\$300,000	2023/2024 FY
	\$3M	2024/2025 FY
Capital Investment Cowbed Bridge	\$300,000	2023/2024 FY
	\$1,500,000	2024/2025 FY
Capital Funding Source	\$3.3M	NSW Government – Smiths Road
	\$1.8M	NSW Government – Cowbed Bridge

Designs for Smiths Road were completed under a NSW Government Fixing Local Roads Round 1 agreement and therefore, following a review of those designs, the project to upgrade Smiths Road should be completed by the end of 2024.

RESPONSIBLE OFFICER: Manager Infrastructure

OPTIONS CONSIDERED

Providing Council accepts the \$5.1M offered by NSW Government to upgrade Cowbed Bridge and Smiths Road, there should be no requirement for further options to be considered.

IMPLEMENTATION PLANS

If the recommendation is adopted the projects will commence in the 2023/2024 financial year with project completion expected in the 2024/2025 financial year.

ATTACHMENTS

Nil

9.2.1 MONTHLY FUNDS MANAGEMENT REPORT - DECEMBER 2023

Record No: I24/1

OFFICER'S RECOMMENDATION

That Council:

- A. Receive the report indicating Council's cash and investments position as at 31 December 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.

RESPONSIBLE OFFICER: Acting Chief Financial Officer.

CERTIFICATION:

I, Simon Rennie, 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. As no Council Meeting was held in January 2024, the December 2023 report is presented at the Council Meeting in February 2024.

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 due for review. 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 December 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	3,398,411	Tiered	n/a
n/a	National Australia Bank - At Call	A1+	AA-	At Call	4,508,892	1.85%	At Call
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
22-Jun-22	National Australia Bank	A1+	AA-	TD	4,000,000	4.30%	26-Jun-24
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
17-Mar-23	Bendigo and Adelaide Bank Limited	A2	BBB+	TD	4,000,000	4.45%	14-Mar-24
05-May-23	Judo Bank	A3	BBB-	TD	4,000,000	4.90%	06-May-24
13-Jun-23	AMP Bank	A2	BBB	TD	2,000,000	5.45%	12-Jun-24
13-Jun-23	National Australia Bank	A1+	AA-	TD	3,000,000	5.30%	12-Jun-24
29-Jun-23	National Australia Bank	A1+	AA-	TD	4,000,000	5.40%	27-Jun-24
29-Jun-23	ING Bank	A1	A	TD	10,000,000	5.55%	24-Apr-24
31-Jul-23	National Australia Bank	A1+	AA-	TD	5,000,000	5.30%	30-Jul-24
31-Jul-23	AMP Bank	A2	BBB	TD	2,000,000	5.50%	30-Jul-24
29-Aug-23	National Australia Bank	A1+	AA-	TD	5,000,000	5.15%	28-Aug-24
31-Aug-23	National Australia Bank	A1+	AA-	TD	7,000,000	5.10%	26-Sep-24
19-Sep-23	National Australia Bank	A1+	AA-	TD	1,000,000	5.20%	18-Sep-24
28-Sep-23	ING Bank	A1	A	TD	5,000,000	5.35%	25-Sep-25
30-Oct-23	ING Bank	A1	A	TD	5,000,000	5.47%	29-Oct-24
06-Nov-23	ING Bank	A1	A	TD	5,000,000	5.70%	06-Nov-28
30-Nov-23	MyState Bank	A2	BBB+	TD	3,000,000	5.10%	29-Feb-24
07-Dec-23	AMP Bank	A2	BBB	TD	1,000,000	5.25%	05-Dec-24
07-Dec-23	Beyond Bank	A2	BBB	TD	2,000,000	5.35%	05-Dec-24
07-Dec-23	Bank of Queensland	A2	BBB+	TD	2,000,000	5.20%	05-Dec-24
14-Dec-23	ING Bank	A1	A	TD	5,000,000	5.30%	13-Jan-25
21-Dec-23	National Australia Bank	A1+	AA-	TD	5,000,000	5.00%	21-Mar-24
					100,907,302		

*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.

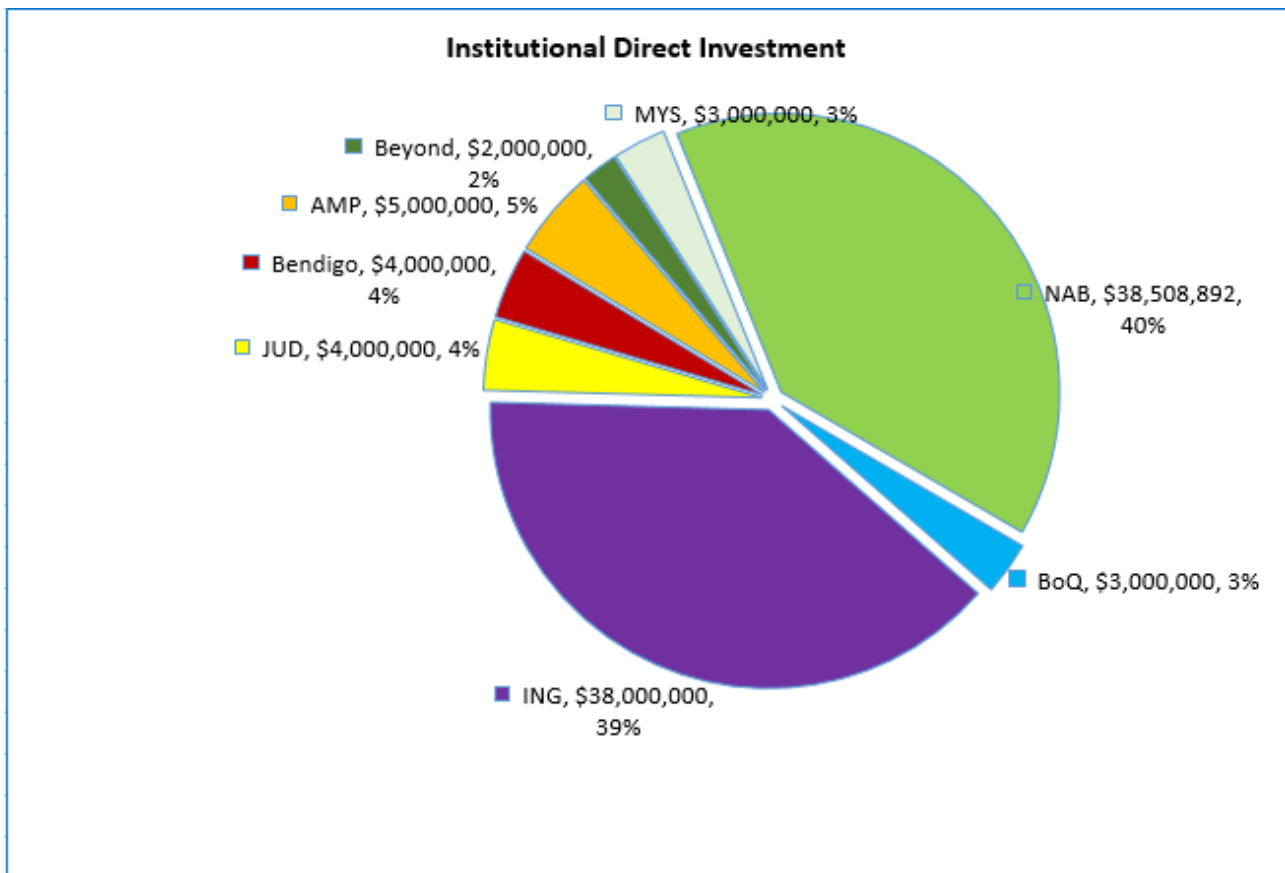
Investment Portfolio Return:

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.

9.2.1 MONTHLY FUNDS MANAGEMENT REPORT - DECEMBER 2023

Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Margin
December	4.71%	4.71%	4.36%	0.35%
November	4.70%	4.49%	4.37%	0.12%
October	4.80%	5.19%	4.35%	0.83%
September	4.59%	4.58%	4.14%	0.44%
August	4.52%	4.27%	4.13%	0.14%
July (2023)	4.74%	4.74%	4.26%	0.48%

*The Australian Financial Market Association (AFMA)



ATTACHMENTS

Nil

9.2.2 MONTHLY FUNDS MANAGEMENT REPORT - JANUARY 2024

Record No: I24/74

OFFICER'S RECOMMENDATION

That Council:

- A. Receive the report indicating Council's cash and investments position as at 31 January 2024;
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

The risk is above is only associated with funds management. 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.

RESPONSIBLE OFFICER: Acting Chief Financial Officer.

CERTIFICATION:

I, Simon Rennie, 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 due for review. 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 January 2024:

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	4,097,032	Tiered	n/a
n/a	National Australia Bank - At Call	A1+	AA-	At Call	1,513,240	1.85%	At Call
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
22-Jun-22	National Australia Bank	A1+	AA-	TD	4,000,000	4.30%	26-Jun-24
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
17-Mar-23	Bendigo and Adelaide Bank Limited	A2	BBB+	TD	4,000,000	4.45%	14-Mar-24
05-May-23	Judo Bank	A3	BBB-	TD	4,000,000	4.90%	06-May-24
13-Jun-23	AMP Bank	A2	BBB	TD	2,000,000	5.45%	12-Jun-24
13-Jun-23	National Australia Bank	A1+	AA-	TD	3,000,000	5.30%	12-Jun-24
29-Jun-23	National Australia Bank	A1+	AA-	TD	4,000,000	5.40%	27-Jun-24
29-Jun-23	ING Bank	A1	A	TD	10,000,000	5.55%	24-Apr-24
31-Jul-23	National Australia Bank	A1+	AA-	TD	5,000,000	5.30%	30-Jul-24
31-Jul-23	AMP Bank	A2	BBB	TD	2,000,000	5.50%	30-Jul-24
29-Aug-23	National Australia Bank	A1+	AA-	TD	5,000,000	5.15%	28-Aug-24
31-Aug-23	National Australia Bank	A1+	AA-	TD	7,000,000	5.10%	26-Sep-24
19-Sep-23	National Australia Bank	A1+	AA-	TD	1,000,000	5.20%	18-Sep-24
28-Sep-23	ING Bank	A1	A	TD	5,000,000	5.35%	25-Sep-25
30-Oct-23	ING Bank	A1	A	TD	5,000,000	5.47%	29-Oct-24
06-Nov-23	ING Bank	A1	A	TD	5,000,000	5.70%	06-Nov-28
07-Dec-23	AMP Bank	A2	BBB	TD	1,000,000	5.25%	05-Dec-24
07-Dec-23	Bank of Queensland	A2	BBB+	TD	2,000,000	5.20%	05-Dec-24
14-Dec-23	ING Bank	A1	A	TD	5,000,000	5.30%	13-Jan-25
21-Dec-23	National Australia Bank	A1+	AA-	TD	5,000,000	5.00%	21-Mar-24
					93,610,272		

*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.

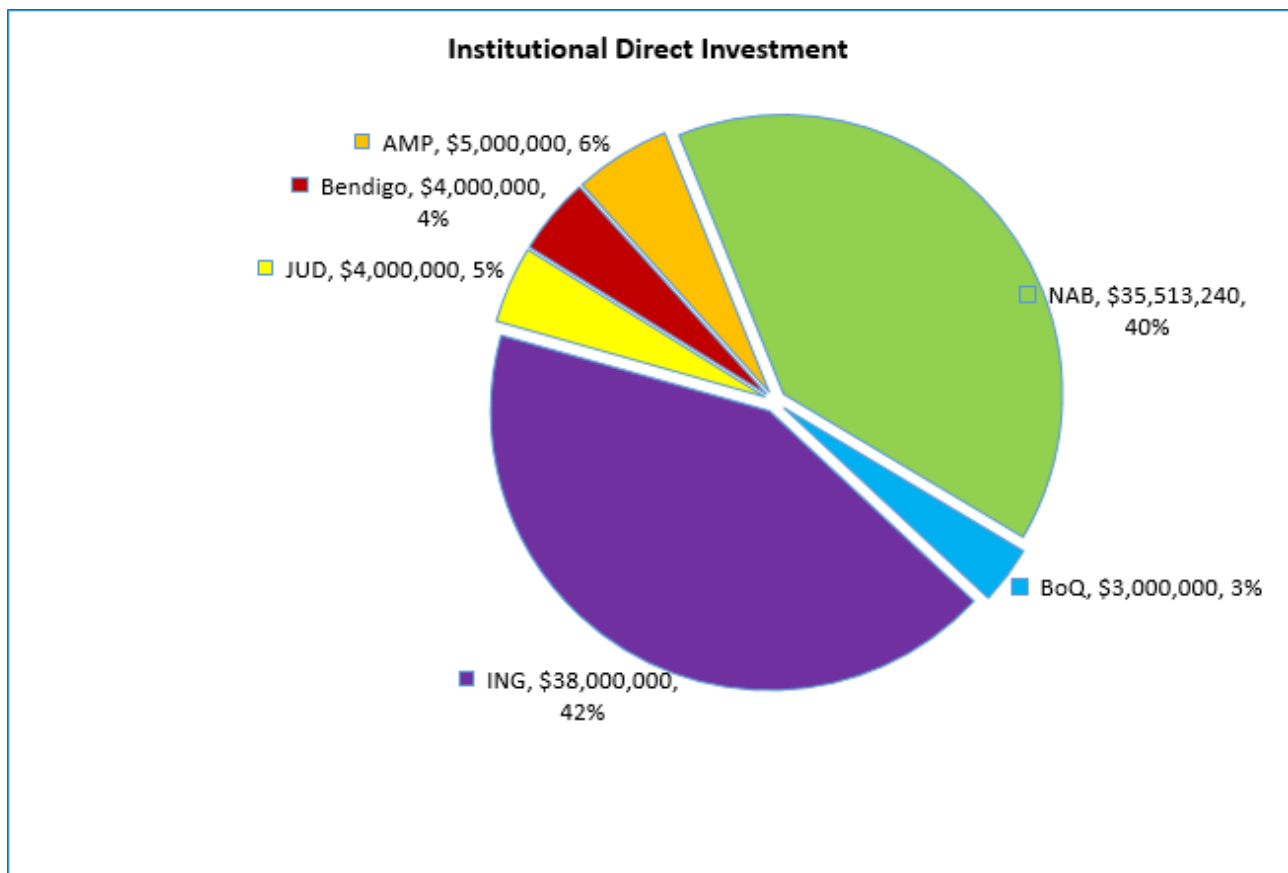
Investment Portfolio Return:

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.

9.2.2 MONTHLY FUNDS MANAGEMENT REPORT - JANUARY 2024

Month	YTD Annualised Return	Monthly Average Interest Return	90 Day Bank Bill*	Margin
January	4.73%	4.73%	4.34%	0.38%
December	4.71%	4.71%	4.36%	0.35%
November	4.70%	4.49%	4.37%	0.12%
October	4.80%	5.19%	4.35%	0.83%
September	4.59%	4.58%	4.14%	0.44%
August	4.52%	4.27%	4.13%	0.14%
July (2023)	4.74%	4.74%	4.26%	0.48%

*The Australian Financial Market Association (AFMA)



ATTACHMENTS

Nil

9.2.3 QUARTERLY BUDGET REVIEW STATEMENT (QBR) TO 31 DECEMBER 2023

Record No: I24/43

OFFICER'S RECOMMENDATION

That Council receive the quarterly budget review statement for the quarter ended 30 December 2023 and approve the variations noted therein.

ISSUES

At the time of publishing this report, the quarterly budget review statement is still being finalised.

The attachment to this report will be disseminated and uploaded to the Council's website separately, consistent with the mandated timeframe prior to the Ordinary Council meeting scheduled for February 15, 2024.

The format of the statement is designed to comply with the Office of Local Government requirements.

All information relating to the quarterly budget review will be included in the statement.

RISK ASSESSMENT

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

Asset management: The underfunding of maintenance and delays in asset refurbishment have placed Council in a high risk position that assets will not provide the expected level of service. This risk cannot be addressed within a single year's budget.

Financial sustainability: Council should strive for developing budgets that provide an operating surplus before capital grants and contributions. The surplus generated is then available to restore working capital to an adequate level and minimise the risk of being exposed to unexpected financial shocks.

Legislative governance & compliance: A quarterly budget review statement is a legislative requirement to be reported to Council.

Reputation and image: Deficit budgets indicate to the community that future generations will be required to restore working capital and pay for the services delivered in advance. A trend towards reducing deficit results and ultimately achieving surplus results will demonstrate continued improvement in the financial position for Council.

FINANCIAL IMPACTS

The financial impacts are identified in the attached statements.

When the General fund's unrestricted cash has been utilised to finance cash-restricted activities, the funds will be returned to the unrestricted balance upon completion and acquittal of those projects.

RESPONSIBLE OFFICER: Chief Financial Officer.

OPTIONS CONSIDERED

Management has prepared a December 2023 quarter budget review statement to give Council an overview of Council's financial performance.

Quarterly budget review statements will be prepared for the March quarter.

IMPLEMENTATION PLANS

The 2023/24 original budget and operational plan was adopted in June 2023.

BACKGROUND

Nil.

ATTACHMENTS

Nil

9.2.4 ADOPTION OF THE 2022/23 FINANCIAL STATEMENTS

Record No: I24/57

OFFICER'S RECOMMENDATION

That Council:

- A. In accordance with Section 419 (1) of the *Local Government Act 1993*, receive and note the Auditor's Reports on the 2022/23 Annual Financial Statements for the year ended 30 June 2022.
- B. That any public submissions about the 2022/23 Financial Statements be referred to the Auditor in accordance with Section 420 of the *Local Government Act 1993*.

ISSUES

The purpose of this report is to present the audited 2022/23 Financial Statements, together with the Auditor's Reports in accordance with Section 419 (1) of the *Local Government Act 1993*.

Public notice was provided to the community that the 2022/23 Financial Statements will be presented to Council on 15 February 2024. At the time of writing this report, there have been no public submissions received by Council.

In accordance with Section 420 of the *Local Government Act 1993*, submissions relating to the Financial Statements will be received up to 6 February 2024. Any submissions received will be referred to the auditor in accordance with the Act.

RISK ASSESSMENT

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

Asset management: The underfunding of maintenance and delays in asset refurbishment have placed Council in a high risk position that assets will not provide the expected level of service. This risk cannot be addressed within a single year's budget.

Financial sustainability: Council should strive for an operating surplus before capital grants and contributions. The surplus generated is then available to restore working capital to an adequate level and minimise the risk of being exposed to unexpected financial shocks.

Legislative governance and compliance: The annual Financial Statements are to be prepared in accordance with:

- The *Local Government Act 1993* (NSW) (as amended) and the regulations made thereunder

9.2.4 ADOPTION OF THE 2022/23 FINANCIAL STATEMENTS

- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- The *Local Government Code of Accounting Practice and Financial Reporting*

Reputation and image: Deficit results indicate to the community that future generations will be required to restore working capital and pay for the services delivered in advance. A trend towards reducing deficit results and ultimately achieving surplus results will demonstrate continued improvement in the financial position for Council.

FINANCIAL IMPACTS

The 2022/23 Financial Statements are now formally presented as required by Section 419 of the *Local Government Act 1993*. The External Auditors have issued a 'qualified audit opinion' in the Audit Report on the basis of non-recognition of rural fire-fighting equipment, and valuation of the Road Network. All other areas of the General purpose statements, special purpose statements have received an un qualified audit.

Adoption of the recommendations will have no financial impact.

RESPONSIBLE OFFICER: Chief Financial Officer

OPTIONS CONSIDERED

Nil.

IMPLEMENTATION PLANS

Council's Financial Statements have been lodged with the Office of Local Government on December 21 2023, meeting the extended deadline.

EXISTING POLICY/DECISIONS

Council's Financial Statements, which includes the Auditor's Reports for 2022/23 have been completed and is provided in the attachments.

Council, at its meeting of 30 November 2023, resolved to endorse the draft 2022/23 Financial Statements for the year ended 30 June 2023. The Audit Office of NSW have since provided Council with their Auditor's Reports which are now included in the 2022/23 Financial Statements.

The Financial Statements have been placed on public exhibition since 30 January 2024 and are were open for public comment (submissions) for 7 days. In accordance with Section 420 of the *Local Government Act 1993*, submissions relating to the Financial Statements will be received up to 6 February 2024.

All submissions will be considered by Council and referred to its External Auditors in accordance with the *Local Government Act 1993*. One public submissions had been received at the time of writing this report.

BACKGROUND

Nil.

ATTACHMENTS

1. General Purpose Financial Statements 22-23 *(Under Separate Cover)*
 2. Special Purpose Financial Statements 22-23 *(Under Separate Cover)*
 3. Special Schedules 2022-23 *(Under Separate Cover)*
-

9.2.5 TERMS OF REFERENCE - FINANCE WORKING GROUP

Record No: I24/79

OFFICER'S RECOMMENDATION

That Council Adopt the Terms of Reference for the Finance Working Group

ISSUES

The proposed Terms of Reference for the Finance Working Group (FWG) have been developed in collaboration with the Audit and Risk Committee Chair, the Chief Financial Officer, and the Finance Working Group.

The Terms of Reference for the Finance working group are now being recommended for adoption by the Council.

The scope of the FWG Group include:

- Advise Council on the financial position and any strategies necessary to meet Council's strategic objectives;
 - Facilitate communication between councillors and management/staff on strategic financial matters;
 - Review the appropriateness of the budget development plan to ensure effective consideration by the FWG;
 - Review the proposed Delivery Program and Resourcing Strategy and the alignment to the Operational Plan and budget;
 - Review of major project proposals to assess the effect on Council policy;
 - Review of major non-recurrent grant funding proposals to ensure consistency with the Resourcing Strategy, governance and policy;
 - Review the draft quarterly reports, including the budget review, and provide any relevant comment to Council;
 - Review strategic actions identified in a financial sustainability improvement plan aimed at delivering improved financial performance;
 - Liaise with the Chairperson of the Audit, Risk & Improvement committee in relation to the planning and performance in accordance with s.428A of the *Local Government Act, 1993*
 - Liaise with the Chairperson of the Audit, Risk & Improvement Committee in relation to the planning and performance of Council's Internal and External Auditors.
-

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Financial Sustainability	High	Medium	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	High	Low	Yes

FINANCIAL IMPACTS

There are no financial implications for Council adopting the terms of reference

RESPONSIBLE OFFICER: Chief Financial Officer

OPTIONS CONSIDERED

A number of options for the terms of reference were considered as provided in the June 15 2023 report to the Council, and after consultation with the ARIC Chair, CFO and Finance Working Group, the proposed terms of reference are recommended to Council for adoption.

IMPLEMENTATION PLANS

If this recommendation is passed then the terms of reference will govern the Finance Working Group from its next scheduled meeting.

EXISTING POLICY/DECISIONS

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)). Therefore the FWG only reviews information within the terms of reference of the finance working group.

BACKGROUND

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

The power of the FWG 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.

ATTACHMENTS

1. Terms of Reference Finance Working Group - FWG
-

SNOWY MONARO REGIONAL COUNCIL

FINANCE WORKING GROUP (FWG)

TERMS OF REFERENCE

1 Role of the Finance Working Group (FWG)

The role of the FWG is to assist Snowy Monaro Regional Council to facilitate the improvement in the financial strategies of Council, and increase councillor confidence in the financial information being received.

2 Functions of the FWG

The scope of the FWG functions shall include:

- Advise Council on the financial position and any strategies necessary to meet Council's strategic objectives;
- Facilitate communication between councillors and management/staff on strategic financial matters;
- Review the appropriateness of the budget development plan to ensure effective consideration by the FWG;
- Review the proposed budget with the Delivery Program and Resourcing Strategy, and alignment to the Operational Plan;
- Review of major project proposals to assess the effect on Council policy;
- Review of major non-recurrent grant funding proposals to ensure consistency with the Resourcing Strategy, governance and policy;
- Review the draft quarterly reports, including the budget review, and provide any relevant comment to Council;
- Review strategic actions identified in a financial sustainability improvement plan aimed at delivering improved financial performance;
- Liaise with the Chairperson of the Audit, Risk & Improvement committee in relation to the planning and performance in accordance with s.428A of the *Local Government Act, 1993*
- Liaise with the Chairperson of the Audit, Risk & Improvement Committee in relation to the planning and performance of Council's Internal and External Auditors.

3 Power of the FWG

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

The power of the FWG 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.

4 Structure and Composition of the FWG

The FWG shall consist of at least 4 councillor representatives, but is open to all Councillors. It shall consist of 3 representatives from staff consisting of the Chief Executive Officer, Chief Financial Officer and Finance Manager.

The Chairperson shall be the CEO or CFO.

FWG can invite persons to attend FWG meetings as relevant to the agenda. These persons include:

- The Chairperson of Council's Audit, Risk & Improvement FWG
- External subject matter experts
- Other members of staff relevant to the agenda
- Representatives of Council's external and internal auditors

6 Meetings

Meetings shall be held at Council Offices on a quarterly basis.

Meeting dates and times for each twelve months are to be determined by the FWG at its inaugural meeting. Meeting dates should be scheduled to enable effective consideration of statutory quarterly financial reporting.

7 Quorum

The quorum is Five (5) and must include at least four (4) councillors

11 Review Arrangements

Throughout the term, the composition and functions of the FWG shall be reviewed and a recommendation made to Council as required.

The performance of the FWG shall be reviewed, as a minimum, once during each Council term. Following such review, Council may endorse further actions by the FWG. Alternatively, Council may by resolution dissolve the FWG.

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Record No: I23/805

OFFICER'S RECOMMENDATION

That Council:

- A. Amend the budget from \$3,500 to \$59,640 to include the additional expected revenue
- B. Adopt the fees and charges with amendments to those that were placed on public exhibition to:

Name	Year 2023/2024 Fee (inc GST)	Unit	Statutory	GST
Planning proposal meeting – Prior to scoping proposal stage or not part of planning proposal	\$1,800.00	Each meeting	N	N
Scoping proposals – all proponent-initiated Fee Includes a total of 10 hours: <ul style="list-style-type: none"> • 2 hours meeting with proponent • 2 hours ensuring information is sufficient • 6 hours preparing report for Council 	\$3,000.00 plus \$185 per hour after 10 hours	Per proposal	N	N
Basic and some standard proponent-initiated planning proposals – e.g. Those requiring no background studies Fee includes a total of 40 hours: <ul style="list-style-type: none"> • 10 hours to prepare information and liaise with the Department of Planning and Environment • 10 hours to review gateway determination and amend LEP • 5 hours to prepare exhibition of proposal • 5 hours to report any submissions to Council • 10 hours to amend instrument and maps for Department of Planning and Environment. 	\$8,000.00 plus \$185 per hour after 40 hours	Per proposal	N	N

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

<p>Note: fee does not include advertising costs.</p>				
<p>Standard (not falling into the above category) proponent-initiated planning proposals – e.g. those requiring background studies</p> <p>Fee includes a total of 121 hours:</p> <ul style="list-style-type: none"> ● 10 hours meeting with the proponent ● 15 hours to prepare information and liaise with the Department of Planning and Environment ● 56 hours to review gateway determination and amend LEP ● 10 hours to prepare exhibition of planning proposal ● 15 hours to report any submissions to Council ● 15 hours to amend instrument and maps for Department of Planning and Environment <p>Note: Fee does not include advertising costs</p>	<p>\$22,410.00 plus \$185 per hour after 121 hours</p>	<p>Per proposal</p>	<p>N</p>	<p>N</p>
<p>Complex proponent Initiated planning proposal e.g. land release area</p> <p>Fee Includes a total of 238 hours:</p> <ul style="list-style-type: none"> ● 20 hours meeting with the proponent ● 40 hours to prepare information and liaise with the Department of Planning and Environment ● 100 hours to review gateway determination and amend LEP ● 20 hours to prepare exhibition of planning proposal ● 28 hours to report any 	<p>\$37,230.00 plus \$185 per hour after 238 hours</p>	<p>Per proposal</p>	<p>N</p>	<p>N</p>

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

submissions to Council <ul style="list-style-type: none"> • 30 hours to amend instrument and maps for Department of Planning and Environment • Note: Fee does not include advertising costs 				
Preparation of development control, precinct plan or contributions plan etc.	\$18,000.00	Per plan	N	N

ISSUES

At the council meeting held on 16 November 2023, council resolved to place proposed fees and charges for proponent–initiated planning proposals and LEP amendments on public exhibition for a period of 28 days. The proposed fees were publicly exhibited between 17 November and 15 December 2023.

The feedback sought was for a new schedule of fees and charges for proponent-initiated planning proposals to ensure pricing reflects the full cost of delivering the service, as far as practical to do so, without impacting significantly on access to services by the community (also a recommendation of the financial sustainability review).

Council received two submissions. One through the Yoursay page and one as an email sent directly to the Strategic Planning team, both detailed in the table below. No direct enquiries were received at Council during the exhibition period.

	Submission	Council Response	Recommended Actions	Estimated Cost
1	Why? Wasn't the rate rise enough? What's the justification?	<p>Previous fees adopted by Council for planning proposals did not achieve cost recovery and with the changes we are now experiencing with an increase in planning proposals due to growth across the region, a full review of actual costs has been undertaken.</p> <p>A benchmarking exercise against neighbouring councils in regards to their fees and charges for such proposals has also been undertaken.</p>	NIL	NIL

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

	Submission	Council Response	Recommended Actions	Estimated Cost
		<p>Additionally, The financial sustainability review (October 2022) recommended that Council review the pricing for fees and charges and ensure they reflect full cost price for services, as far as it is practical to do so, without impacting significantly on access to services by the community.</p> <p>By charging cost recovery fees for planning proposals, income will be commensurate with the cost of delivering the service.</p>		
2	<p>I am town planning consultant with over 20 years-experience based in Jindabyne.</p> <p>I represent several clients who have had and are proposing to lodge planning proposals.</p> <p>My comments in relation to the proposed fees and charges are as follows:</p> <ul style="list-style-type: none"> - Agree in principle that Council should provide a cost recovery service for a high level of services for planning proposals. The better fees collected, should result in a better service. - In saying this, a substantial elevation 	<p>The assessment of planning proposals is not undertaken by a single officer alone. While the strategic planner undertakes a majority of the coordination and assessment, across the end to end process several officers are involved in the process; from development engineers, managers of key Infrastructure areas (such as roads, water and wastewater), service coordinators to chief officers. This should be costed to the application. Salaries are varied and they include all on-costs. If Council does not have the strategic planning internal resources to</p>	NIL	NIL

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Submission	Council Response	Recommended Actions	Estimated Cost
<p>in fees as proposed comes with the responsibility of providing a high level of service in line with these charges and Council’s statutory responsibilities.</p> <ul style="list-style-type: none"> - Whilst cost recovery is acceptable, Council should not be profiting off these projects. - The basis for the fees appears to be based on hourly rates, yet each of the services have been allocated a different hourly rate. <p>All of Councils services should be provided on the same hourly rate. Whilst \$185/hr is extremely high for a senior strategic planner, even with casual loading, the use of one rate is required for all services.</p> <p>Council would however have to first substantiate the real cost is \$185/hr before adopting this.</p> <p>The following comments are provided on each of the services:</p>	<p>deliver, this work is outsourced. Private contract pricing can vary, from \$150 -\$250p/h. In addition, an internal council resource still has to manage the contractor for the application.</p> <p>The lesser hourly rate for the standard and complex PP is due to the majority of hours for assessment relating to the strategic planner role, however, base rates for each type is higher reflecting complexity of work.</p>		

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Submission	Council Response	Recommended Actions	Estimated Cost
<p><u>Planning Proposal Meeting:</u> The planning proposal meeting cannot take more than 5 hours to organise, undertake and issue minutes. Council charges \$200 for a major DA pre-app including provision of minutes. This needs to be revised down.</p>	<p><u>Planning Proposal Meeting:</u> Planning proposal meetings often will involve more than one employee and can also require state agency department attendance, depending on what is discussed. Numerous adhoc meetings with single employees are not an efficient use of Council resources. For probity purposes, Council staff do not aim to meet proponents on their own.</p>	<p>NIL</p>	<p>NIL</p>
<p><u>The Basic/Standard Planning Proposal:</u> The 5 hours to report to Council on submissions needs to be deleted, as if there are no submissions, then Council cannot collect this fee. This should be additional.</p>	<p><u>The Basic/Standard Planning Proposal:</u> Irrespective whether there are submissions or not, 5 hours is reasonable for reporting to Council. The town planner, prepares the report, the coordinator reviews and authorises the report before the chief officer undertakes the final review. The report is then reviewed by Council's Executive Leadership team to look at the issued from a whole of organisation view.</p>	<p>NIL</p>	<p>NIL</p>

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Submission	Council Response	Recommended Actions	Estimated Cost
<p><u>The Standard Planning Proposal:</u></p> <p>The 10 hours to meet with the proponent, seems excessive. Suggest 5 hours.</p>	<p><u>The Standard Planning Proposal:</u></p> <p>10 hours to meet with the proponent is reasonable. For example, with a current standard PP at hand 2 hours has already been involved reaching the point to find that deficient information has been identified. These hours also include arranging meetings with state agency representatives, and this is even before the application has been tabled at Council for consideration to send for gateway.</p>	<p>NIL</p>	<p>NIL</p>
<p>The 20 hours to report to Council on submissions needs to be deleted, as if there are no submissions, then Council cannot collect this fee. This should be additional.</p>	<p>It would be expected that there are fewer and in some circumstances, no submissions to review for a standard planning proposal, however, reporting on all engagement activities is still required, even if no formal submissions are received. Consideration of the reduction in the base rate is agreed to 15 hours, subject to the hourly rate 'kicking in' after exceedance of these hours.</p>	<p>A reduction from 20 hours to 15 hours is considered reasonable, subject to the hourly rate 'kicking in' after exceedance of these hours.</p>	<p>\$925</p>
<p>The 65 hours to review gateway determination and amend an LEP seems overly excessive. This is close on 2 full weeks of work. This should be revised down to 40 hours.</p>	<p>Reviewing the gateway, and amending the LEP also includes the LEP mapping. This step does not include a single officer, but also includes</p>	<p>A reduction from 65 hours to 56 hours is considered reasonable, subject to the hourly rate</p>	<p>\$1,665</p>

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Submission	Council Response	Recommended Actions	Estimated Cost
	outsourcing the mapping to a contractor and managing that process; however a reduction from 65 hrs to 56 hrs is agreed to, subject to the hourly rate kicking in after exceedance of hours.	'kicking in' after exceedance of these	
<p><u>The Complex Planning Proposal:</u></p> <p>The 20 hours to meet with the proponent, seems excessive. Suggest 10 hours.</p> <p>The 40 hours to report to Council on submissions needs to be deleted, as if there are no submissions, then Council cannot collect this fee. This should be additional.</p> <p>The 130 hours to review gateway determination and amend an LEP seems overly excessive. This is close on 4 full weeks of work. This should be revised down to 80 hours.</p>	<p><u>The Complex Planning Proposal:</u></p> <p>20 hours to meet with the proponent is reasonable. Recent logging of time meeting with a proponent on a complex PP at hand exceeded these hours.</p> <p>Reporting submissions to Council and engagement activities is still required, even if no submissions are received. A recent complex planning proposal exceeded 40 hours due to the number of submissions received; Consideration of a reduction in the base rate is agreed to, subject to the hourly rate 'kicking in' after exceedance of these hours.</p> <p>A reduction to 100 hours for reviewing gateway and amending LEP and mapping to 80 hours is agreed to; subject to the hourly rate 'kicking in' after exceedance of these hours.</p>	<p>NIL</p> <p>Hours to be reduced from 40 hours to 28 hours, subject to the hourly rate 'kicking in' after exceedance of these hours.</p> <p>A reduction to 100 hours for reviewing gateway and amending LEP and mapping to 100 hours is agreed to; subject to the hourly rate 'kicking</p>	<p>NIL</p> <p>\$2,220</p> <p>\$5,550</p>

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Submission		Council Response		Recommended Actions	Estimated Cost
The fees table is recommended to be amended to be more equitable and based on true cost recovery as highlighted below:				in' after exceedance of these hours.	
	SMRC Proposed Fees Exhibited	Proposed Fees Recommended by submitter	Method:		
Planning Proposal Meeting	\$1,800	\$925	Based on 5 hours @ \$185/hr	NIL	NIL
Scoping Proposals	\$3,000 + \$185/hr after 10 hours	\$1,850	Based on 10 hours @ \$185/hr	NIL	NIL
Basic and Standard Planning Proposals	\$8,000 + \$185 per hour after 40 Hours	\$6,475	Based on 35 hours @ \$185/hr	NIL	NIL
Standard Planning Proposal	\$25,000 + \$185/hr after 140 hours	\$15,725	Based on 85 hours @ \$185/hr	Reduction of 14Hours to a total of 121hrs @ \$185 p/h	\$2,590
Complex Planning Proposals	\$45,000 + \$185/hr after 280 hours	\$31,450	Based on 170 hours @ \$185/hr	Reduction of 42 hours in total to 238hr hrs@ \$185 p/h	\$7,770
Council Preparation of DCP, etc	\$18,000			To remain, where Council prepares and exhibits for proponent	

9.3.1 POST-EXHIBITION REPORT- FEES AND CHARGES - PLANNING PROPOSALS

Submission		Council Response		Recommended Actions	Estimated Cost
<p><u>Benchmark with Snowy Valleys Council:</u></p> <p>A quick benchmark exercise with Snowy Valleys Council fees and charges is provided below:</p>					
	SMRC Proposed Fees	Snowy Valleys Council Current Fees	Difference		
Planning Proposal Meeting	\$1,800	No Charge			
Scoping Proposals	\$3,000 + \$185/hr after 10 hours	\$5,000	-\$200		
Basic and Standard Planning Proposals	\$8,000 + \$185 per hour after 40 Hours	\$7,500	+\$500		
Standard Planning Proposal	\$25,000 + \$185/hr after 140 hours	\$15,000	+10,000		
Complex Planning Proposals	\$45,000 + \$185/hr after 280 hours		+\$30,000		
Preparation of DCP,etc	\$18,000	No Charge			
<p>This shows that the proposed SMRC fees are significantly more for standard and complex Planning proposals at the</p>		<p>Four council’s fees and charges were reviewed as part of the benchmarking exercise with regional councils,</p>		NIL	NIL

Submission	Council Response	Recommended Actions	Estimated Cost
<p>adjacent Council, which suggests the 140 hours and 280 hours allocated is excessive and not based on actual cost recovery time.</p> <p>The recommended fees outlined above, if adopted, would fall in line close to the Snowy Valleys LGA fees for the larger standard and complex planning proposals.</p> <p>This represents a more reasonable and equitable cost recovery method.</p> <p>Should you wish to discuss this further, please do not hesitate to contact me on the details below.</p> <p>Preparation of DCP,etc</p>	<p>Bega Valley, Snowy Valleys, Hilltops and Queanbeyan Palerang Council. Snowy Valleys Councils PP Fees and charges sat at the lower end of the scale in the overall benchmarked fees and charges. The proposed fees and charges closer align to Queanbeyan - Palerang Council fees and charges who are a group 4 Council, as is Snowy Monaro Regional Council.</p>		

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	High	Low	No
Health and Safety	Low	Low	Yes
Legislative Governance and Compliance	Low	Low	Yes
Reputation and Image	Low	Low	Yes
Service Delivery	Medium	Low	No

Council is not operating to recover costs for providing the services we deliver. It is high financial risk by not increasing the fees and charges for proponent initiated planning proposals. The community should not be expected to subsidise developer led proposals.

FINANCIAL IMPACTS

	Amount	Details
Current estimated revenue	\$3,500	Current budgeted revenue
Revenue based on previous fees	\$9,400	Estimated revenue based on known planning proposals in the pipeline. This estimate is conservative and based on one standard planning proposal and one complex planning proposal assessed per year, although it is likely to be more.
Revenue based on proposed fees	\$59,640	

RESPONSIBLE OFFICER: Coordinator for Strategy Development

OPTIONS CONSIDERED

By not adopting the recommended fees and charges for proponent initiated planning proposals, Council will be subsidising developer led planning proposals at cost to the community. Previous fees and charges were well below cost recovery and not addressing Council's financial sustainability. Subsidies will need to be funded from general rates.

IMPLEMENTATION PLANS

If the proponent-initiated planning proposal fees and charges are adopted, all submitters will be notified of the outcome and council's resolution. The amendments will be incorporated into the 2023-2024 Schedule of Fees and Charges published to council's webpage.

EXISTING POLICY/DECISIONS

9.3.4 FEES AND CHARGES - PLANNING PROPOSALS

Record No: I23/713

COUNCIL RESOLUTION	294/23
That Council:	
A. Place the proposed fees and charges for planning proposals and LEP amendments on public exhibition for a period of 28 days.	
B. Adopt those fees and charges where no negative feedback is received.	
C. Prepare a post-exhibition report to Council with responses and recommendations from any feedback.	
Moved Councillor Davis	Seconded Deputy Mayor Higgins CARRIED
Record of Voting	
<i>Councillors For:</i>	<i>Councillor Beer, Councillor Davis, Councillor Frolich, Mayor Hanna, Deputy Mayor Higgins, Councillor Hopkins, Councillor Stewart, Councillor Summers, Councillor Williamson and Councillor Mitchell.</i>
<i>Councillors Against:</i>	<i>Nil.</i>

Council adopted the recommendation of the Financial Sustainability review to review all fees and charges and where reasonable move to cost recovery.

ATTACHMENTS

Nil

9.3.2 DELIVERY PROGRAM PROGRESS REPORT - FEBRUARY 2024

Record No: I24/13

OFFICER’S RECOMMENDATION

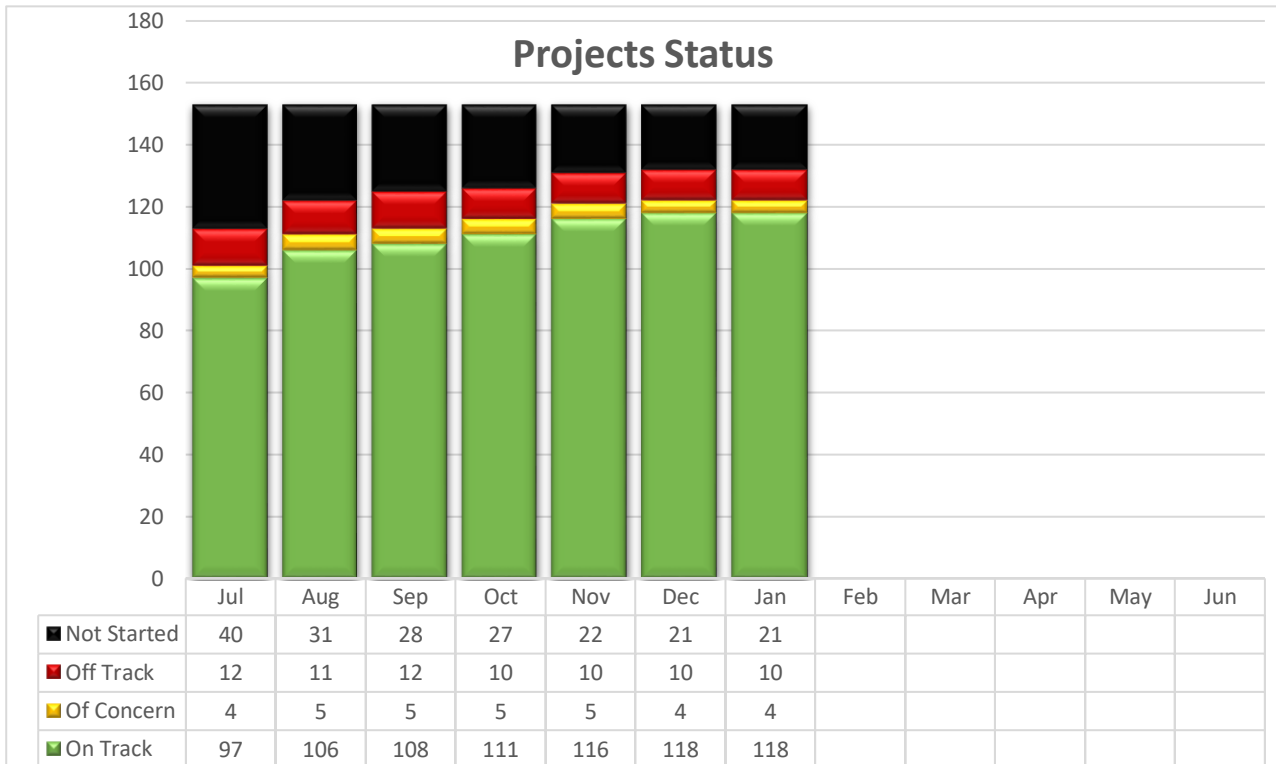
That Council note the delivery program progress report.

PROJECT DELIVERY

The revised 2022-26 delivery program has 153 projects identified for delivery over the four year period. We are currently in year two of the delivery program with 125 projects being worked on in the 2023-24 financial year. This is a significant number of projects to have underway at the one time. As we work through the process of developing the new way of working and annual works and services planning we will need to review the resourcing required and ensure the available resources are in place to match the projects proposed.

The following chart shows the status against the original plans for the projects to be undertaken. Since the original plans were adopted, variations have been made to due dates.

A very small change (improvement) occurred with our projects across the December and January. One project commenced from ‘not started’ and another moved from ‘of concern’ to on track.



Project: Yallabee Lodge Extension Status: Off track

This project has paused at design and tender stage. The design has been completed and the tender was run. Due to the divestment process the construction is unlikely to proceed under council direction. The designs are at a stage where they can be novated pending the outcome of the divestment process.

Project: Towards Excellence Program

Status: On Track

Significant effort is currently going into development of the annual works plans for the infrastructure and water/wastewater business units. A large number of staff have been involved in providing information on exactly what it is that they currently do and what they know they need to do, to inform the development of a planned annual program of works. This will provide the basis for identifying the level of work activity required to properly maintain the infrastructure being managed. A process has been developed to establish annual service plans for those areas that are service providers. Meetings have been arranged, to build on the reviews previously undertaken, to determine the service levels and activities required to be undertaken.

Work has commenced on reviewing our way or working with our first business unit. The top priority area identified was the planning and building areas. This area was targeted based on the community satisfaction survey. It is the second highest area people told us they contact Council about (15%). This makes it an area where we can have a large impact by finding ways to improve. Workshops have been held to discuss and investigate the current ways or working, identify the issues and any barriers that are seen to exist.

Working with a contractor it has identified that around 30,000 duplicate name records can be wiped out of the Council's system, which will be a critical part of establishing the customer service request system. The process of removing those duplicate names has been run through the test system, to ensure that there is less chance of issues when working with the live data. Cleansing the live data is currently being scheduled. Council will be ensuring that it has one record for each person, so that all information can be coordinated. The background information to allow the Council to capture and enter all customer requests into the system have been set up. Once the names data is fixed training will be undertaken and then the first phase, capturing all requests, will be undertaken. Future stages will build automations into the system.

The technology review has undertaken surveys of staff and a review to identify the current state of systems against needs. Existing systems are at basic levels of non-existent. There will be the need to implement improvements to many systems to increase automation and process support. There are no systems available to effectively manage service task delivery, which will need to be implemented. The customer request module is being used in a limited fashion to track customer requests and is in the process of being implemented in a phased approach, with the first approach to be to ensure that all requests are entered into and tracked through the system. Currently this only is in place for one service area.

Customer avatars have been developed to guide the development of systems that interact with external parties. The customer avatars are a tool that will be used to review whether the processes used by the organisation are meeting customer needs.

Project: Development of the new LEP

Status: Off track

Council has resolved to undertake further consultation. The loss of key strategic planning staff means that the council does not have the available resources to undertake another round of consultation. Due to this, the project plan is being reviewed to determine the next steps and the resourcing required to undertake the resolved actions.

Project: Review heritage study

Status: On Track

The heritage strategy review has re-commenced after a period of being held in abeyance due to staff shortages. While resourcing has not increased, a draft is currently being developed with the assistance of Council's Heritage Advisor before his retirement, it is anticipated that a draft will be

presented to council at the May council meeting to seek a resolution to place the draft on public exhibition.

Project: Prepare and active transport strategy (ATP) Status: On Track

The first draft of the ATP has been complete. A briefing to Council will be undertaken in February 2024. A report seeking Council endorsement to place the draft strategy on public exhibition will go to the May 2024 Council meeting.

Project: Bombala Pool Upgrades Status: Of Concern

Development approval has been received for the works. It is planned to call for tenders in early February and expected this will lead to site establishment in early May. If this is achieved the planned works will be completed towards the end of December. We will look to seek to phase the works to allow as early opening as possible, while works such as landscaping are completed) minimising the impact on the normal season.

Project: Cooma Pool Upgrades Status: Of Concern

The development application has been lodged for the Cooma pool upgrade works. Approval is expected in late March. Based on this tenders will go out in late June, this means that the earliest it is expected that the site can be established would be late September. It is anticipated that this work will take approximately 8 months to complete. We have therefore requested a funding extension with Department of Regional NSW so that this work may be completed with minimal impact on the next swimming season. An updated timeline for works will be provided next month, pending the finalisation of this request.

Rehabilitation of legacy landfill site – Bibbenluke and Cathcart

The rehabilitation of both the Cathcart and Bibbenluke landfill sites has now been completed, apart from re-seeding the roadside fence line. Both projects have been delivered well under budget and now meet the requirements of the NSW EPOA and NSW NPWS. Along with the Delegate legacy landfill site, Council is well underway in rehabilitating all of the legacy sites.

Table 1: Listing of projects identified as off track

Summary of projects currently considered off track to original plans	
Fire service and general upgrades for aged care facilities	Non-essential works on hold while considering the divestment and impact that may have on the approach taken with the facility.
Yallambee Lodge new section of facility	This project has concluded at design and tender stage. The design has been completed and the tender was run. Due to the divestment process the construction is unlikely to proceed under Council direction. The designs are at a stage where they can be novated pending the outcome of the divestment process.
Bobeyan Road upgrade	<ul style="list-style-type: none"> Funding has been the most critical issue in delivery of the entire scope of the project. Change of scope to be submitted, to reduce the project length from 19.5Km to 10Km (Ashvale Rd)

Summary of projects currently considered off track to original plans	
	<p>to Shannons Flat Rd) Construction to top of subgrade complete from Ashvale Road to Shannons Flat.</p> <ul style="list-style-type: none"> • Production of DGS at Shannons Flat Quarry underway. • Snowy Valley construction crew to return when the DGS is produced and stockpiled. • Quotes on Sealing and guardrail installation currently being obtained.
Jindabyne Town Centre improvements	<p>The Regional Growth and Development Corporation (SAP) have developed the brief for the upgrades to the Town Square. The demolition/rebuild of the toilets will be considered within this project design, however the funds for the toilets project remain with Council for delivery. While the overall funding has been advised, this is less than the previous funds available and information has not been provided on what works will be funded.</p>
Lake Jindabyne Shared Trail	<ul style="list-style-type: none"> • Significant planning work was not undertaken prior to the project being funded resulting in the project being behind schedule and underfunded. • Tyrolean Village to Kunama Estate and Rainbow Beach – DA achieved and AHIP in place • Kunama Estate & Rainbow Beach to East Jindabyne – waiting on land acquisition, once received with land owner consent the DA application will be lodged and AHIP request submitted. • Mill Creek Mountain Bike Park - Awaiting land owner consent (Snowy Hydro), once received DA application will be lodged and AHIP request submitted. • Hatchery Bay to Gaden Rd Trout Hatchery - waiting on land acquisition, once received with land owner consent the DA application will be lodged. • Sections 1.1, 2.1, 2.2 & 3.1 will go out to tender once it has been determined how the ongoing maintenance costs are to be addressed. • Primary issues remain in achieving timely acquisition of land.

Summary of projects currently considered off track to original plans	
	<ul style="list-style-type: none"> • Council will begin footpath and pedestrian crossing works around Townsend Street, Jindabyne in February/March 2024 to enhance the connection between the Lake Foreshore track and Copper Tom Point.
Delegate School of Arts	The original trade estimate report indicated that there was a \$202,000 shortfall. Even with additional funds secured the project may still fall short of approximately \$76,000, meaning the project will be unable to be completed with the current scope of works. Council is currently reviewing the deed variation and pending approval. The market will provide further budget clarity once the project goes out to tender.
Jindabyne landfill rehabilitation and capping	When developing the waste strategy it was identified that due to the cost of operating landfills, the best outcome was the development of a transfer station and centralising landfill operations. The transfer station needs to be completed prior to rehabilitation of the landfill site. Currently, work is being undertaken on the costing of the required facility.
Development of the Integrated Water Cycle Management (IWCM) Strategy and Grey Water Management Plan	A new resource has been employed during October to commence this project. Two water security projects are currently being scoped and NSW Public Works will undertake both projects. Project delivery is of concern due to the funding milestone of project completion in June 2024. Council is currently in negotiations with the funding body to vary the deed for the completion of the project.
Development of the new Local Environmental Plan (LEP)	Council has resolved to move forward with the development of a community reference group for the development of the LEP. Limited Strategic Planning resources continue to be problematic with ensuring progress. Council is currently recruiting for a new Team Leader Strategic Planning in anticipation of a better outcome from the last round of recruitment where no applicants were received.
Ryrie Street Michelago extension	All elements of the bridge have now been procured and TfNSW have appointed a dedicated project manager to assist in moving this project forward with UGLRL. The biggest risk to the project remains dealings with UGLRL and the delays due to their processes. Construction paperwork has been lodged

Summary of projects currently considered off track to original plans

with UGLRL, and awaiting progression. Council is still waiting for the TfNSW license approval to commence on-site construction.

SERVICE DELIVERY

Service Area: Strategy – Consultation on draft Jindabyne development control plan

The draft Jindabyne development control plan public consultation period was extended from 21 December 2023 through to 7 February 2024. At the time of authoring this report, over 50 submissions have been received.

A development control plan (DCP) is a planning document that provides detailed planning and design guidelines for a particular area. The draft DCP for Jindabyne has been developed by the state government, and when finalised, will form a core part of the planning process underpinning the Snowy Mountains Special Activation Precinct (SAP). It is anticipated that once the all submissions have been considered and amendments made to the DCP it will be tabled before Council for further consideration prior to adoption before the end of the financial year.

Service Area: Infrastructure Roads – Scoping of repair works for Jerangle Road

In January, Council's assessment team will be worked from the northern end of Jerangle Road towards the southern end in two different locations to undertake assessments from damage caused by recent wet weather. As part of these works, reactive, make safe, maintenance repairs will be carried out. The temporary repair works will be in place until the approved restoration scope is scheduled to commence late February,

Service Area: Infrastructure Civic Maintenance – Banjo Paterson Park Restoration

Large sections of the Lake Jindabyne foreshore, including much of Banjo Paterson Park, were submerged under unusually high lake waters between 2021 and 2023.

Many grassy areas were destroyed or severely damaged during this time, along with other plant-life, landscaping and public infrastructure right along the foreshore.

Throughout January, Council contractors sprayed a blended mix of seed, fertiliser, mulch, and tackifier (chemical compounds used to increase the stickiness of the surface) over large sections of the park. Known as hydroseeding, this process aids in the germination of new grasses by helping retain moisture in the seedbed and protecting seedlings in their vulnerable early stages of growth.

The reseeded site is expected to take four to six weeks to become established, with Council's civic maintenance team keeping the seedlings irrigated as they grow. Once the new grass reaches the right height and density, Council will perform a first mow and determine if the area is ready to be reopened.

This important early stage of the restoration project is now complete, with an area of damaged or destroyed turf 7,200m² in size successfully hydroseeded. This large area of the park will soon be back to looking its best, thanks to efforts of Council's contractors and staff.

KEY PERFORMANCE INDICATORS

KPI	Actual	Target	Commentary
<p>% KPI's on target</p> <p>KPI Status</p> <p>7.04%</p> <p>14.08%</p> <p>0.00%</p> <p>78.87%</p> <p>■ On Track ■ Monitor ■ Needs Work ■ No Target</p>	78.87%	75%	<p>KPI's Needing work</p> <ul style="list-style-type: none"> 90% of development compliance matters investigated within timeframes in Council's Enforcement Policy 10 Youth Advisory Committee meetings held per year <1 hour system downtime for identified services per week.
<p>% projects/actions on target</p>	58.74%	39.00%	<p>Council is 18 months into a 48 month Delivery Program. We are tracking well ahead of the calculated progress target of 39.00% to this point with our principal activities and commenced projects. There are still several projects that are not due to commence until years three and four of the Delivery Program.</p>

Performance Measures	Period	Unit	Target	Actual	Comment
90% of development compliance matters investigated within timeframes in Council's Enforcement Policy	Month	%	90.00	75.00	For the Month of December and January - up to the 25th, 9 Compliance matters were brought to Council's attention. 5 have been sent an initial contact letter, with the remaining 4 being triaged when time permits.
10 Youth Advisory Committee meetings held	Year	#	10.00	4.00	Meetings currently only being held as required.

9.3.2 DELIVERY PROGRAM PROGRESS REPORT - FEBRUARY 2024

<1 hour system downtime for identified services per week.	Week	#	<1.0	3.86	Major outage end of November affected most systems for 10.5 hours due power supply and UPS issue.
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RESPONSIBLE OFFICER: Coordinator Strategic Planning.

ATTACHMENTS

1. Delivery Program Progress Report - January 2024



Delivery Program Progress Report January 2024

1 Jul 2023 To 28 Jan 2024

Camms.

Print Date: 28-Jan-2024

Strategy Summary

1 Jul 2023 To 28 Jan 2024

Completed	In Progress	Not Started
38	196	24

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Community: Our health allows us to live an enjoyable lifestyle					
Outcome : Facilities are in place to encourage healthy lifestyles					
Undertake routine inspections of skin penetration premises	Coordinator Public Health and Environment	01-Jul-2023	30-Jun-2026	Not Started	0%
Comment: Program not yet commenced for 2023/24. Assessments will be undertaken and completed during mid summer.					
Operate and maintain Council owned caravan parks and campgrounds	Coordinator Community Facilities	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: All caravan parks open. Flooding at Bombala was of a concern in December, but no impact to facility					
Maintain amenities throughout the region	Supervisor Civic-Maintenance	01-Jul-2022	30-Jun-2026	In Progress	60%
Comment: Still working to schedule with 80% of facilities maintained and held to a clean standard at all times. Reduction in staff at Nimmitabel has caused issues, which we are working through to ensure cover for the Christmas break. There has been no vandalism attacks this month. Scheduled events has increased pressure on the team with extra maintenance required at Mt Gladstone and showgrounds to ensure the facilities are ready and clean. 25/01/24 Bredbo and Cooma Centennial park amenities have seen a quieter trend over the Summer holidays then previous years, which has been a relief especially since the team has been down a staff member. A new cleaner has been on boarded this week. Minor vandalism has been experienced, but each issue has been tackled quickly and repaired within a 48hr turn around. Bredbo septic was pumped before Christmas, Numerella has been pumped in readiness for Australia day folk festival. Facilities have been prepped for events and reports have all come back positive.					
Bombala Apex Caravan Park – upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	Completed	100%
Comment: Status: Project complete, main Switchboard upgraded Issues: Minor issue with sensor light Risk: N/A Next Step: Update AGL bill to accommodate new main switch. Budget: On budget Communications: facilities updated on completion					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Community: Our health allows us to live an enjoyable lifestyle					
Outcome : Facilities are in place to encourage healthy lifestyles					
Undertake routine inspections of commercial swimming pools	Coordinator Public Health and Environment	01-Jul-2023	30-Jun-2026	In Progress	39%
Comment: Water sampling of our swimming pools which are now operational has recommenced.					
Cooma North Ridge - Community Place for Space	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	98%
Comment: Project near completion. Preparing acquittal report.					
Undertake inspections of food premises to determine compliance with the Food Standards Code	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	85%
Comment: Food premises inspections recommenced in August with program rapidly moving forward. The focus has been on the premises assessed in July and August. Council held back the recommencement of inspection program until the second half of January 2024 to allow businesses which closed over Christmas New Year to reopen. The program is ahead of scheduled with all of the food premises in the outlying towns being inspected. The program will reach its target of 98% well ahead of winter. This will allow time to focus on the businesses who need a little bit more encouragement.					
Outcome : Have in place (and accessible to everyone) quality aged, disability and health services that support our population through all life stages					
Deliver Commonwealth Home Support Programme (CHSP) and Home Care Packages in accordance with Aged Care Quality Standards	Coordinator Community Services	01-Jul-2022	30-Jun-2026	In Progress	31%
Comment: 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. We are expecting to commence accepting new referrals within the Commonwealth Home Support Programme and Home Care Package program in the first quarter of 2024 and to provide our support services to the wider region.					
Review service delivery options for Council Commonwealth Home Support Programme (CHSP), Home Care Packages and Community Transport	Coordinator Community Services	01-Jul-2023	30-Jun-2024	Not Started	%
Comment: Has not commenced at this point.					
Maintain governance in the delivery of community services	Manager Community Services	01-Jul-2023	30-Jun-2026	In Progress	8%
Comment: The scheduled Advisory Committee meeting for November 2023 was postponed due to the unavailability of some Committee members.					
Fire service and general upgrades for aged care facilities	Corporate Projects Officer	01-Jul-2023	30-Jun-2024	In Progress	15%
Comment: Tender for the works has been completed. However is on hold pending outcome/s of the divestment process.					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Community: Our health allows us to live an enjoyable lifestyle					
Outcome : Have in place (and accessible to everyone) quality aged, disability and health services that support our population through all life stages					
Divestment of Residential Aged Care	Manager Community Services	01-Jul-2022	30-Jun-2024	In Progress	35%
<p>Comment: The discussion with Respect in regarding to the divestment of aged care continues with no further updates available.</p> <p>At the November 2023 Council Meeting the decision to close Snowy River Hostel by 28 March 2024 was made with an alternate motion around future use.</p>					
Yallambee Lodge new section of facility	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	95%
<p>Comment: This project has concluded at Design and Tender. The design has been completed and the tender was run. Due to the divestment process the construction is unlikely to proceed under Council direction. The designs are at a stage where they can be novated pending the outcome of the divestment process.</p>					
Provide Residential Aged Care in accordance with Aged Care Quality Standards	Coordinator Residential Aged Care	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: We continue to work collaboratively with our local hospital, community service providers and the community to ensure all requests for respite and permanency are considered for suitability based on clinical needs. We continue to review and update our continuous improvement plan to ensure that reflects improvement on identified trends and general operations. Yallambee Lodge continues to operate at high levels of occupancy and it is responsive to the needs of our hospital and our community. The current demand of incoming residents presents a challenge in terms of meeting clinical needs with our current operational model at the hostel. A council determination for closure of Snowy River Hostel on 28 March 2024 has been passed. We are working in partnership with residents and families to ensure a safe and smooth transfer to a facility of their choice, mostly Yallambee Lodge.</p>					
Goal : Our Community: Our region's cultural identity is respected and embraced					
Outcome : Preserve and protect historically significant sites					
Organise interments and maintain accurate records	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: Council has received four reservations and eleven interments for the month of December 2023. We received two reservations, seven interments. Only one complaint was received, the matter was resolved.</p>					
Heritage Strategy - review	Coordinator Strategy Development	01-Jul-2023	30-Jun-2025	In Progress	60%
<p>Comment: The Heritage Strategy Review has re-commenced after a period of being held in abeyance due to staff shortages. A first draft is currently being drafted, alongside consultation with Council's Heritage advisor. It is anticipated that a draft will be presented to council at the may council meeting to seek a resolution to place the draft on public exhibition.</p>					
'Big Trout' restoration in Adaminaby	Corporate Projects Officer	01-Jul-2023	30-Jun-2024	In Progress	5%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Community: Our region’s cultural identity is respected and embraced					
Outcome : Preserve and protect historically significant sites					
<p>Comment:</p> <ul style="list-style-type: none"> Accomplishments & Completions. Restoration work on the Big Trout sculpture has been completed Critical Issues Some negative community feedback will see minor changes to the painted surface of the trout. Response from Telstra and the contractor will mean that the cable relocation will not be completed until March 2024 Next Steps Some minor landscaping elements will continue eg seating. Budget Status On target. Key Items for Communication 					
Maintenance of Council’s cemeteries	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: With the weather being wetter than predicted. Council has increased its mowing of cemeteries.</p>					
Goal : Our Community: The relaxed lifestyle and close community feel of the region is retained and enhanced					
Outcome : A wide range of community and cultural events are held					
Support the coordination and delivery of events for key annual celebration days such as Women’s Week, Seniors Festival, Youth Week, Reconciliation Week, NAIDOC Week, Mental Health Month, International Day of People with Disability	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
<p>Comment: In the first week of July 2023 Council delivered three NAIDOC week events in total, with one event held at the townships of Jindabyne, Cooma and Michelago. During December 2023 Council facilitated an event for International day for people with a disability.</p>					
Support community groups to plan and deliver their own events, access grant funding and enable volunteerism	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
<p>Comment: 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 and community’s to run the NAIDOC week events. 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. The draft will be tabled at the February 2024 Council meeting to seek a resolution to place the draft on public exhibition.</p>					

Snowy Monaro Regional Council (SMRC)					2023/2024 DP	
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Community: The relaxed lifestyle and close community feel of the region is retained and enhanced						
Outcome : A wide range of community and cultural events are held						
Deliver Youth Services in collaboration with other providers, targeting priorities as identified through the Youth Advisory Committee	Youth Officer	01-Jul-2022	30-Jun-2026	In Progress	39%	
Comment: SMRC maintains collaborative connections with external providers and holds monthly meetings with the Youth Advisory Committee to guide the Youth Services program in their planning of activities, programs and to look for opportunities to build a stronger program across the region. Our youth program is growing in capacity and will deliver more activities and support more young people in future as we roll out the RYDER Program						
Outcome : Land use planning strategies are developed to support and enhance the town, village and rural lifestyle of the region through balanced development						
Undertake development compliance of unauthorised works	Coordinator Building Certification	01-Jul-2023	30-Jun-2026	In Progress	20%	
Comment: For the Month of December and January - up to the 25th, 9 Compliance matters were brought to Councils attention. 5 have been sent an initial contact letter, with the remaining 4 being triaged when time permits						
Undertaking Councils regulatory role in fire safety of buildings	Coordinator Building Certification	01-Jul-2023	30-Jun-2026	In Progress	20%	
Comment: Annual Fire Safety statements are being processed by relieving staff due to role not being filled. Invoices being sent to those who lodge AFFS for payment						
Undertake assessment of Development Applications within statutory timeframes	Manager Built and Natural Environment	01-Jul-2022	30-Jun-2026	In Progress	33%	
Comment: For period 25/12/23 to 24/1/2024 64% of residential DAs determined within 40 days ('Stop the Clock' days excluded from calculations) For period 25/12/23 to 24/1/2024 42% of non-residential DAs determined within 40 days ('Stop the Clock' days excluded from calculations). in this period, 60% of residential applications (3 of 5 applications) in the broader Jindabyne area were in relation to dual occupancy/secondary dwellings, or multi unit developments						
Undertake assessment and provide advice relating to Development Engineering Services provided by Council	Manager Built and Natural Environment	01-Jul-2022	30-Jun-2026	In Progress	33%	
Comment: Advice is provided on an on-going basis in relation to Engineering requirements for Development activities For the period 25/12/23 to 24/1/24 33% of total S138 applications processed within 40 days (3 applications) 33% of S138 applications relating to DAs processed within 40 days (3 applications) no S138 applications not relating to DAs processed For the period 25/12/23 to 25/1/24, 1 Subdivision Works Certificate was issued (>40 days).						
Assess certificate applications and determine them in line with legislative requirements	Coordinator Building Certification	01-Jul-2022	30-Jun-2026	In Progress	20%	
Comment: In the months of December and January - up until the 25th, there were 18 Construction Certificates lodged. Council were the PCA for 10 of these, with Private Certifiers responsible for 8 not including modifications. There were 3 Complying Development Certificates, all issued by Private Certifiers.						
Undertake application, assessment and inspection of plumbing and drainage works	Coordinator Building Certification	01-Jul-2023	30-Jun-2026	In Progress	20%	

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Community: The relaxed lifestyle and close community feel of the region is retained and enhanced					
Outcome : Land use planning strategies are developed to support and enhance the town, village and rural lifestyle of the region through balanced development					
Comment: Inspections undertaken upon request from plumbers. 48 hours notice given. A total of 31.568 applications were lodged in the month of December and January - up to the 25th with 7 of these certificates being lodged					
Provide planning and related certificates in accordance with statutory requirements	Manager Built and Natural Environment	01-Jul-2022	30-Jun-2026	In Progress	33%
Comment: System limitations prevent the accurate reporting of number of property certificates issued within 10 days of payment. For the period 25/12/23 to 24/1/24, 109 property certificates were issued (222 Certificates previous period)					
Provide advice and encourage proactive management of heritage in our local area	Manager Built and Natural Environment	01-Jul-2023	30-Jun-2026	In Progress	33%
Comment: Heritage advisor visits monthly to provide appointment opportunities for applicants. From 1 July 2023 to 24 January 2024, in addition to monthly site visits and appointments, 8 formal referrals were sent to the Heritage advisor regarding DA's relating to heritage properties. Approvals were issued for each of these applications.					
Assess Planning Proposals	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: Relevant Planning Proposals Received by Council are being appropriately assessed in accordance with Council policy and NSW Government Guidelines. As of end of January 2024, Council has one active planning proposal, with two more in the pipeline to be submitted with Council in the new few months.					
Administer swimming pool compliance in line with legislation	Coordinator Building Certification	01-Jul-2023	30-Jun-2026	In Progress	20%
Comment: 4 applications for a compliance certificate was lodged in the month of December and January - up to the 25th. 2 certificates were issued, one has been requested to undertake additional works, and one is yet to be inspected					
Goal : Our Community: We are a safe and caring community					
Outcome : Organisations are supported and encouraged to foster respect, inclusivity and safety					
Community development supports and facilitates internal and external committees, including S355 and interagency	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: Council is continuing to run various committees including interagency and Arts and Culture. Interagency had met on 12 October and the Arts and Culture Committee also met on 5 October and 23 November respectively.					
Undertake Disaster Risk Reduction Fund Community Preparedness Project	Coordinator Engagement	01-Jul-2023	30-Jun-2025	In Progress	59%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Community: We are a safe and caring community					
Outcome : Organisations are supported and encouraged to foster respect, inclusivity and safety					
Comment: Work is continuing with further workshops to be delivered in the first quarter of 2024. This collaborative program is bringing together community, support services and agencies to better prepare for future disasters. Of the workshops held to date, there has been great outcomes for communities with more awareness and planning.					
Outcome : Proactive crime prevention actions protect the community					
Combating antisocial behaviour and activating spaces under the NSW Graffiti Management Grant	Supervisor Civic-Maintenance	01-Jul-2022	30-Jun-2024	In Progress	80%
Comment: 25/09/23- Pathway LED solar lights have been installed along the footpath between Thredbo Terrace and Gippsland Street Jindabyne. Another contractor has withdrawn from being able to deliver the speakers within Centennial Park. Awaiting third contractors proposal and installation. Aiming for early November if all goes to plan. 25/09/23- Another contractor has withdrawn from being able to deliver the speakers within Centennial Park. Awaiting third contractors proposal and installation. Aiming for early November if all goes to plan. Issues with supply of speakers has resulted in some trouble shooting and a delay in delivering the project. Speakers have been ordered and installation is hopefully completed swiftly after their delivery. Early December. 25/09/23- Another contractor has withdrawn from being able to deliver the speakers within Centennial Park. Awaiting third contractors proposal and installation. Aiming for early November if all goes to plan. 24/11/2023Issues with supply of speakers has resulted in some trouble shooting and a delay in delivering the project. Speakers have been ordered and installation is hopefully completed swiftly after their delivery. Early December. Issues with supply of speakers has resulted in some trouble shooting and a delay in delivering the project. Speakers have been ordered and installation is hopefully completed swiftly after their delivery. Early December. 25/11/24- Due to issues with the speaker delivery, installation was delayed until January. The speakers have now been installed and tested and are ready fro use for the Australia day celebrations. A few trial days with Pan flutes playing in the park have occurred and continued test days will continue. Anti graffiti paint has been purchased, awaiting the onboarding of more staff and the return of correction staff to help apply.					
Outcome : Volunteering programs are in place to help those in need in the community					
Provide community transport services to the region	Coordinator Community Services	01-Jul-2022	30-Jun-2026	In Progress	31%
Comment: The Community Transport program has been able to meet all but one transport request during this reporting period. We were unable to support one Transport request due to lack of availability of drivers to meet this request.					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Economy: Have increased work opportunities available enhanced by innovation					
Outcome : Ensure important agricultural and forestry land is identified and continues to be used for agricultural and forestry production					
Eliminate new weed incursions	Coordinator Biosecurity	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: Council is committed to eliminating, preventing and minimising the risk posed by weeds to the local community. Several new weed incursions are known to exist in the Snowy Monaro region, eg Orange Hawkweed, Spanish heath, Arrowhead sagittaria and Coolatai grass. Elimination efforts are prioritised on these weeds throughout late Spring and summer during their growth periods. On-going inspections continue to focus on identifying further incursions of these and other high priority weeds and ensuring that prompt action is taken to eliminate or contain them. Eleven Orange hawkweed sites are known to occur within the Snowy Monaro region, along with four Coolatai grass sites, two Spanish heath sites and twenty nine Sagittaria sites. Investing resources into managing weeds in their early stages on invasion provides significantly better value for money than investing into managing established weeds.					
Outcome : Identify actions to encourage increased manufacturing					
Support key local industries	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: Support for local industries at present is focused on the Bombala Activation Plan and Polo Flat Masterplan. Both projects progressing at the moment. A market analysis has been completed for Polo Flat and a draft masterplan expected in February.					
Outcome : Improve the value generated from tourism					
Support Regional Growth and Development NSW to deliver critical projects within the SAP Program	Corporate Projects Officer	01-Jul-2022	30-Jun-2026	In Progress	15%
Comment: Monthly meetings held with RGDC and Infrastructure program manager. Ensuring Council capital works projects are considered within the planning for the SAP. Working with RGDC on re-prioritisation of SAP projects following federal and state infrastructure reviews.					
Investment Attraction Strategy	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2024	In Progress	10%
Comment: Preparation of the investment attraction strategy continues but due to time commitments required for other projects this strategy will need to be completed in 2024-25.					
Develop a SMRC Tourism Strategy to support and grow the regions tourism industry to replace Destination Management Plan	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2024	In Progress	20%
Comment: Work on the new tourism strategy is progressing. Are working with a survey expert on conducting a survey on resident attitudes to tourism as part of the strategy formulation. Also have had a report prepared on regional branding which will inform the Tourism Strategy.					
Monaro Rail Trail - Undertake investigation and scope the Monaro Rail Trail	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2026	In Progress	60%
Comment: Draft Trail Development Plan for stage 2 has been received and under review. Councillors were briefed by the consultant at the December briefing session. Revenue report has also been received and is under review. Other reports on biodiversity and biosecurity, and economic benefit are expected to be completed by early February. The \$1m grant application to the Investing in Our Communities Program has been submitted.					
Grow and expand online presence of tourism information and promotion	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2026	In Progress	40%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Economy: Have increased work opportunities available enhanced by innovation					
Outcome : Improve the value generated from tourism					
Comment: The VCs are participating in a TSM marketing campaign that will advertise the services they offer.					
Continue to develop tourism data collection and reporting	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2023	In Progress	55%
Comment: Traffic sensors have been redeployed at Jindabyne and Berridale. Looking to redeploy a further sensor at Adaminaby. Looking to deploy further sensors in due course to assist in monitoring tourism dispersion throughout the region.					
Tourism promotion and support of local events	Coordinator Economic Development and Tourism	01-Jul-2023	30-Jun-2026	In Progress	44%
Comment: The Tourism unit is currently in the process of acquitting the Reconnecting Regional Communities grant which finishes at the end of January. The Numeralla Folk Festival will be the last event assisted by this fund which has helped numerous events throughout the region over the past 18 months.					
Provide input into the development of the Snowy Mountains Special Activation Precinct (SAP)	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: A suite of SAP documents are currently on exhibition following an extension to the exhibition period until early February. The Jindabyne DCP will become a Council document following exhibition. RGDC is also going through an internal process on reprioritisation of their projects following the SAP budget reduction.					
Goal : Our Economy: Improve the affordability of living within the region					
Outcome : Develop high value employment opportunities					
Support and encourage local business	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: Recently support has been focused around the selling of local products at the VCs. The ED team continues to liaise with local business but less so in recent months due to end of year and other project priorities.					
Goal : Our Environment: Ensure the natural environment and the ability of the community to enjoy and use this environment is protected					
Outcome : Implement programs that manage the impacts on vulnerable environments					
Street furniture and recycle bins	Manager Resource and Waste	01-Jul-2023	30-Jun-2026	In Progress	60%
Comment: Adaminaby Village Street and Park bins are being monitored to assist with the potential installation and location of further bins to assist with the increase in visitors to the village					
Minimise the risk posed by widespread weeds on the economy, environment and community	Coordinator Biosecurity	01-Jul-2022	30-Jun-2026	In Progress	42%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Environment: Ensure the natural environment and the ability of the community to enjoy and use this environment is protected					
Outcome : Implement programs that manage the impacts on vulnerable environments					
Comment: Inspection and education programs are progressing well for the 2023/24 financial year. Inspection numbers have dropped somewhat over the xmas period with our efforts focused on new incursion eradication programs, increased staff leave and the resignation of a team member; however the team will get back on track throughout autumn. Increased traffic control requirements have delayed the progress of Council's roadside weed control program. The team are working hard to resolve these issues with the assistance of Council's Operations and Risk management staff.					
Outcome : Monitoring the environmental assets including our air, land and waterways to ensure they are protected					
Undertake routine inspections of cooling towers	Coordinator Public Health and Environment	01-Jul-2023	30-Jun-2026	Not Started	25%
Comment: No programmed activity at this stage. The program to inspect and test the only cooling tower will commence when the months begin to warm. The risk of legionella infections increases during the warmer months. These assessment are scheduled for February 2024.					
Respond to environmental complaints	Coordinator Public Health and Environment	01-Jul-2023	30-Jun-2026	In Progress	39%
Comment: Environmental complaints were responded to as soon as possible. Council attended to one environmental complaint in January 2024.					
Undertake routine inspections of liquid trade waste systems	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	45%
Comment: Council's Backflow Prevention and LTW Officer has been moved rapidly through the current list of premises with Liquid Trade Waste Permits. This includes the follow-up of businesses who's permits have lapsed. The program has seen 100% of the premises in Cooma with permit assessed. The program has introduced a self-reporting element. This has proven to both popular and effective in documenting compliance with permit conditions with a 99% of premises sending Council their regular maintenance and service receipts.					
Undertake routine inspections of on-site sewage management systems	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	60%
Comment: The region has 6,241 registered on-site sewage management systems. We are reviewing our records to ensure all locations with on-site sewage management systems are accounted. While the program was paused during the Christmas / New Year period Council with 54 assessments being undertaken in the December / New year period. The remainder of the years assessments will be completed between February and then end of June 2024.					
Outcome : Undertake programs that prevent degradation of the environment					
Educate the community on weeds biosecurity matters	Coordinator Biosecurity	01-Jul-2023	30-Jun-2026	In Progress	20%
Comment: Spring media campaign has commenced with articles released for Serrated tussock, African lovegrass, Chilean needle grass, Orange hawkweed and 'Weeds and the Biosecurity Act'. Letterdrop of Orange hawkweed flyers in Adaminaby area. Presentations given to Michelago community at Weed whacking workshop and Living with Lovegrass workshop. Presentations given to the Countegany and Smiths Road communities. Staff attended the Cooma Trade expo to highlight the objectives and achievements of Council's Biosecurity team and Council was represented at the Bombala Pre-school community garden project. Council's Biosecurity team aim to provide a stall during at least 4 of the 5 Country shows.					
Respond to illegal dumping activities, investigate all reports and arrange for clean-up and removal of waste	Coordinator Public Health and Environment	01-Jul-2023	30-Jun-2026	In Progress	60%

Snowy Monaro Regional Council (SMRC)						2023/2024 DP
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Environment: Ensure the natural environment and the ability of the community to enjoy and use this environment is protected						
Outcome : Undertake programs that prevent degradation of the environment						
Comment: All complaints received were entered into RIDonline. Council reported two matters. Both matters have been finalised.						
Undertake educational programs in relation to waste management	Coordinator Engagement	01-Jul-2023	30-Jun-2026	In Progress	60%	
Comment: Our Education Engagement Officer is planning for term 1 school visits, the show season and pop-ups as required.						
Outcome : Undertake programs to remediate degraded environmental areas						
Rehabilitation of legacy landfill Site – Cathcart	Corporate Projects Officer	01-Jul-2023	30-Jun-2024	Completed	100%	
Comment: <ul style="list-style-type: none"> • Accomplishments & Completions Fencing completed • Critical Issues Nil • Next Steps Re-seeding of road-side fence line • Budget Status Well under budget. • Key Items for Communication The Council has met the requirements of NSW EPA and NSW NPWS. 						
Rehabilitation of legacy landfill Site – Maffra Old Cooma Tip	Corporate Projects Officer	01-Jul-2023	30-Jun-2026	In Progress	5%	
Comment: A visit by EPA representatives booked in for 9th February The site has been surveyed, It found that the face of the waste has encroached onto the Crown Road.						
Jindabyne Landfill rehabilitation and capping	Corporate Projects Officer	01-Jul-2024	30-Jun-2026	In Progress	15%	

Snowy Monaro Regional Council (SMRC)						2023/2024 DP
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Environment: Ensure the natural environment and the ability of the community to enjoy and use this environment is protected						
Outcome : Undertake programs to remediate degraded environmental areas						
<p>Comment: ACCOMPLISHMENTS & COMPLETIONS: This project is currently on hold until the new Resource Recovery Centre (RRC) is built. CRITICAL ISSUES: Nil - to be updated once the project recommences. RISKS: Nil - to be updated once the project recommences. NEXT STEPS: Nil - to be updated once the project recommences. BUDGET STATUS: The existing water monitoring bores at Jindabyne Landfill have not accumulated any water in recent years, preventing EPA water monitoring to be carried out. The EPA is aware of this and has requested that when the landfill is closed that Council drill additional water monitoring bores, the cost for which was quoted (in 2022) as \$81,620. KEY ITEMS FOR COMMUNICATION: This project will be put on hold until the new Resource Recovery Centre (RRC) is built at Jindabyne.</p>						
Rehabilitation of legacy landfill Site – Old Dry Plains Rd	Corporate Projects Officer	01-Jul-2023	30-Jun-2026	In Progress	5%	
<p>Comment:</p> <ul style="list-style-type: none"> • Accomplishments & Completions An on-site inspection by NSW EPA is planned for 9th February. The site has been surveyed. A tentative action plan has been discussed. • Critical Issues The waste material has encroached onto the adjacent Crown Road. This could require the Council to acquire the Crown Road. • Next Steps Development of final action plan in consultation with EPA. • Budget Status Within budget. • Key Items for Communication The timeline for the completion of the project will be in conjunction with the Maffra Road Legacy Landfill Project. 						
Rehabilitation of legacy landfill Site – Bibbenluke	Corporate Projects Officer	01-Jul-2023	30-Jun-2024	Completed	100%	

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Environment: Ensure the natural environment and the ability of the community to enjoy and use this environment is protected					
Outcome : Undertake programs to remediate degraded environmental areas					
<p>Comment:</p> <ul style="list-style-type: none"> • Accomplishments & Completions Fencing works completed, including the installation of eight one-way wombat gates. Completion report sent to National Parks Office • Critical Issues Nil • Next Steps Monitoring with six-monthly visits • Budget Status Within budget. • Key Items for Communication The council has gone out all to meet the requirements of NSW EPA and NSW NPWS. 					
Delegate Landfill cap and close	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	95%
<p>Comment:</p> <ul style="list-style-type: none"> • Accomplishments & Completions Further minor works are being undertaken within the Transfer Station - renewal of some fencing, safety rails to be installed and crusher-dust to be compacted on the roadway.. • Critical Issues Nil • Next Steps Waiting for Environmental Consultant to issue the final report and new tarp-covered bins for the transfer station. • Budget Status On target. • Key Items for Communication Minor works to ensure user safety. 					
Rehabilitation of legacy landfill Site – Dalgety	Corporate Projects Officer	01-Jul-2023	30-Jun-2024	In Progress	10%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Environment: Ensure the natural environment and the ability of the community to enjoy and use this environment is protected					
Outcome : Undertake programs to remediate degraded environmental areas					
<p>Comment:</p> <ul style="list-style-type: none"> • Accomplishments & Completions Seeking an external contractor to complete work. • Critical Issues Nil at this stage. • Next Steps Waiting for quotes from a contractor. • Budget Status Under budget. • Key Items for Communication This project will only impact a small area of the whole site – only the area of the landfill and only for erosion control. 					
Goal : Our Environment: Have in place land use controls that protect the natural environment landscape including visual and scenic values					
Outcome : Develop land use plans so that development is sensitive to the region’s natural environment and heritage					
Consolidated Development Control Plan (DCP)	Coordinator Strategy Development	01-Jul-2023	30-Jun-2026	In Progress	10%
<p>Comment: Some minor amendments to the current three LEP's have been made in regards to flood prone mapping. The Jindabyne DCP has been drafted to commence public exhibition on 8 November 2023 and will conclude on 7 February 2024. This DCP will form the template for the consolidated DCP once the new LEP for the council region is made.</p>					
Development of the new Local Environmental Plan (LEP)	Coordinator Strategy Development	01-Jul-2022	30-Jun-2024	In Progress	50%
<p>Comment: Currently, the draft LEP is on hold until the land use strategies are adopted. Council has resolved to develop a community reference group to review the draft land use strategies and a workshop to determine the engagement for the LEP.</p>					
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Facilities exist to safely deal with waste from the community					
Jindabyne Resource Recovery Centre	Corporate Projects Officer	01-Jul-2022	30-Jun-2026	In Progress	38%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Facilities exist to safely deal with waste from the community					
<p>Comment: ACCOMPLISHMENTS & COMPLETIONS: DA submission is on hold while Council includes the RRC in the Jindabyne SAP to change the land zoning (to match that of the adjacent Sewer Treatment Plant and Landfill). A meeting was held with the engineering firm to review the design against the agreed budget and scale the design to match.</p> <p>CRITICAL ISSUES: The most recent cost estimate provided by Council's multi-disciplinary engineering consultant is beyond previously received cost estimates. Council got the cost estimate peer reviewed, which confirmed the escalated cost estimate to be accurate. Council has since held value engineering exercises with the engineers.</p> <p>RISKS: Budget, as noted above, is the main risk that the project is facing.</p> <p>NEXT STEPS: Resolve the projected cost increase issue, amend the design/scale as required. Change zoning of the land.</p> <p>BUDGET STATUS: There are currently no contract or procurement status changes to report. Budget status will be updated once Council's Growing Regions Program grant application has been assessed. The cost estimate peer review will incur a small cost variation to the project.</p> <p>KEY ITEMS FOR COMMUNICATION: Council has submitted a grant EOI for the Growing Regions Program to source 50% of project funding. In the meantime the project's engineering firm is working to value-engineer their design, which has exceeded the agreed upon project cost.</p>					
Provision of resource recovery and waste facility services across the region such as operation of waste facilities, transfer stations and buyback stores (ScrapMart)	Manager Resource and Waste	01-Jul-2022	30-Jun-2026	In Progress	70%
<p>Comment: The Manager has commenced conversations with site supervisors regarding the potential planning to transition one of the current sites from a Transfer Station to Bank of Bins Further investigations into soft/hardware systems that could be utilised for remote site access to rural residents. Waiting on quote and product information regarding remote site access</p>					
Provision of Resource Recovery and Waste collection services across the region	Manager Resource and Waste	01-Jul-2022	30-Jun-2026	In Progress	55%
<p>Comment: Draft Tender/contract has been received for review and tender should be out on Vendor panel by mid January 2024.</p>					
Cooma Landfill upgrade	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	15%
<p>Comment: ACCOMPLISHMENTS & COMPLETIONS: Civil Design for stormwater drainage has been completed and reviewed by Council's Roads team. Project Team/Waste awaiting Road's confirmation of a start time for the works.</p> <p>CRITICAL ISSUES: Facilitating the construction of the new infrastructure while maintaining operations and community access to the landfill.</p> <p>RISKS: Nil to report</p> <p>NEXT STEPS: Commence works on drainage issues around public access areas.</p> <p>BUDGET STATUS: Nil to report</p> <p>KEY ITEMS FOR COMMUNICATION: Council will ensure that landfill operations and any interruption to services will be kept to a minimum during construction.</p>					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Facilities exist to safely deal with waste from the community					
Cooma Compost Facility	Corporate Projects Officer	01-Jul-2022	30-Jun-2026	In Progress	55%
<p>Comment: ACCOMPLISHMENTS & COMPLETIONS: The DA was submitted in December and is under assessment by Council's Planning Dept. The DA will be reviewed in the upcoming Council Meeting.</p> <p>CRITICAL ISSUES: A LALC (Local Aboriginal Land Council) Claim has been identified on the entrance road to the existing Cooma Landfill site, which is the same entrance road that they new compost facility will utilize. Crown Lands will not endorse the project for DA until the land claim has been resolved. The LALC has not provided any response to Council's queries. It has been noted by the Project Manager that the use of the entry road to the Cooma Landfill Facility (for composting purposes) will not change, only the location of the composting operations will change.</p> <p>RISKS: Funding is the primary risk on the project. The facility will cost more to build than Council can afford. Since the project is being carried out in order to comply with the EPA's FOGO Mandate 2030, Council intends to seek funding from the EPA.</p> <p>NEXT STEPS: The LALC claim is still unresolved due to the LALC not responding to any of Council's queries.</p> <p>BUDGET STATUS: No change.</p> <p>KEY ITEMS FOR COMMUNICATION: The DA is lodged it will go to exhibition for community feedback.</p>					
Develop a backflow prevention policy, procedure and implementation of a strategy for the region	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2024	In Progress	75%
<p>Comment: Council's Backflow Prevention and LTW Officer has undertaken an extensive review of the draft backflow prevention policy and procedures. Comments made to the documents are being considered before sending out for general comment. Once this has been finalised the policy will be presented to Council and the procedure sent to document control. A draft strategy for the implementation of the backflow prevention has already been developed. Details of the strategy will inform the report to Council. The focus will be on education around the importance of backflow prevention devices, with a focus on businesses self-reporting. Additionally, we are looking at implement a compliance program similar to what is done with the AWTS OSSM systems, where our plumbers who undertaken the annual checks will email Council maintenance reports.</p>					
Outcome : Our water and wastewater infrastructure is well maintained and has capacity to meet the growth across the region					
Sewer Pump Station Replacement Program	Manager Water and Wastewater	01-Jul-2022	30-Jun-2026	In Progress	60%
<p>Comment: Renewals program is on schedule.</p>					
Development of the Integrated Water Cycle Management (IWCM) Strategy and Grey Water Management Plan	Coordinator Strategy Development	01-Jul-2022	30-Jun-2025	In Progress	5%
<p>Comment: Council has appointed a new Water and Wastewater Strategic Engineer. Two water security studies have commenced with Bombala and Cooma water supplies. NSW PW will be completing the scope for both projects. Safe and secure state funding will be funding 50% of each project.</p>					
Bombala Mahratta Timor street pump station upgrade	Manager Water and Wastewater	01-Jul-2023	30-Jun-2024	Not Started	%
<p>Comment: Project requires budget adjustment for construction</p>					

Snowy Monaro Regional Council (SMRC)					2023/2024 DP	
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure						
Outcome : Our water and wastewater infrastructure is well maintained and has capacity to meet the growth across the region						
Maintain sewage pump stations throughout the region	Manager Water and Wastewater	01-Jul-2022	30-Jun-2026	In Progress	60%	
Comment: Pump station maintenance program on schedule						
East Jindabyne sewage pump station 6 wet well pumps 1 and 2 replacement	Manager Water and Wastewater	01-Jul-2023	30-Jun-2024	In Progress	75%	
Comment: Wet well and Dry well pump mechanical installation completed. Electrical installation of pumps and no flow switches scheduled for September.						
Cooma Water Treatment Plant raw water pump and variable speed drive upgrade	Manager Water and Wastewater	01-Jul-2022	30-Jun-2024	Not Started	0%	
Comment: Project to begin in Dec 2023 Project on hold until Cooma Water Security Strategy Project complete						
Operate and maintain sewerage systems	Water and Wastewater Compliance Officer	01-Jul-2022	30-Jun-2026	In Progress	60%	
Comment: All sewerage incidents at the treatment plants were responded to within 4 hours. The total number of sewer chokes for the region is now 90 which is within the targeted KPI for the entire year. All sewage treatment plants are complying with the individual EPA licence requirements except for the following non-compliances reported to NSW EPA: December 2023 - -Adaminaby STP TSS exceedance on 29th November. - Nimmitabel STP f. coliform exceedance 29th November. - Nimmitabel STP Phosphorus exceedance from 30th November - 17 Dec - Berridale STP various dates for wet weather discharge exceedance to golf course January 2024 - - Nimmitabel STP wet weather volume exceedance 20th Dec & 27th - 29th Dec, 4-6th Jan & 14th Jan - Nimmitabel STP f. coliform exceedance 27 Dec - Berridale STP f. coliform exceedance 27 Dec - Bombala WTP wet weather discharge limit exceedance 28 Dec - Cooma STP wet weather bypass 13th Jan - Adaminaby STP TSS exceedance on 27 Dec						
Cooma North rising main condition assessment and design	Manager Water and Wastewater	01-Jul-2023	30-Jun-2024	In Progress	40%	
Comment: Current assessment of Cooma North PS catchment area is underway for rising main design assessment purposes. Polo Flat development report complete. Cooma North Catchment currently being studied.						

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Our water and wastewater infrastructure is well maintained and has capacity to meet the growth across the region					
SAP scope augmentation - water	Manager Water and Wastewater	01-Jul-2025	30-Jun-2026	Not Started	%
Comment: Scheduled to begin July 2025					
Sewer Main Replacement Program	Manager Water and Wastewater	01-Jul-2023	30-Jun-2026	In Progress	10%
Comment: Tender documentation preparation is in progress for 2023-2024 scope of works. Scope set for Berridale. Submission of Tender documentation scheduled for January 2024.					
Cooma wastewater construction (Cooma Creek Sharp St to Baron St)	Manager Water and Wastewater	01-Jul-2024	30-Jun-2025	Not Started	%
Comment: Schedule to begin July 2024					
Cooma Snowy Reservoir design and construction	Manager Water and Wastewater	01-Jul-2023	30-Jun-2026	In Progress	5%
Comment: Preliminary design review commenced.					
Myack Creek Berridale sewer crossing	Water and Wastewater Engineer	01-Jul-2023	30-Jun-2024	In Progress	25%
Comment: In budget negotiations with tenderer.					
SCADA replacement - water	Water and Wastewater Engineer	01-Jul-2023	30-Jun-2026	In Progress	50%
Comment: Project on schedule. On schedule. Server configuration and installation expected in February. Alarm set and graphic mimic review complete.					
Cooma Water Treatment Plant raw water pump intake design	Manager Water and Wastewater	01-Jul-2023	30-Jun-2024	Not Started	%
Comment: Project on hold until Cooma water strategy project completed					
Water and Wastewater compliance requirements must be met	Water and Wastewater Compliance Officer	01-Jul-2022	30-Jun-2026	In Progress	39%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Our water and wastewater infrastructure is well maintained and has capacity to meet the growth across the region					
<p>Comment: Compliance requirements for December 2023 have been met besides the following event;</p> <p>Water - Kalkite reticulation had zero chlorine in the system on 11th Dec which was non-compliant to our DWMS and ADWG. This was reported to NSW Health and rectified the same day. An ecoli notification came through for 11th Dec from NSW Health on 13th Dec and a negative ecoli result was confirmed for 13th Dec. No further action was required.</p>					
Undertake routine water sampling to meeting the Australian Drinking Water Quality Guidelines	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	60%
<p>Comment: All water samples were undertaken as scheduled throughout the region. Council had a boiled water alert for Jindabyne supply which started 28 December 2023 and was lifted in early January 2024. The boil water alert resulted from increased turbidity due to heavy rainfall.</p>					
Weir and fishway at Murrumbidgee River	Manager Water and Wastewater	01-Jul-2023	30-Jun-2024	Not Started	%
<p>Comment: Project requires budget adjustment for construction Wet weather and strategy project causing delays.</p>					
Water Mains Replacement Program	Manager Water and Wastewater	01-Jul-2022	30-Jun-2026	In Progress	10%
<p>Comment: Tender documentation submitted. Submissions close December</p>					
Cooma North sewer pump station refurbish	Manager Water and Wastewater	01-Jul-2024	30-Jun-2025	Not Started	%
<p>Comment: Scheduled to begin July 2024</p>					
Jindabyne sewer pump station emergency storage construction	Manager Water and Wastewater	01-Jul-2024	30-Jun-2025	Not Started	%
<p>Comment: Scheduled to begin July 2024</p>					
Jindabyne sewer pump station 4 refurbish	Water and Wastewater Engineer	01-Jul-2023	30-Jun-2024	In Progress	20%
<p>Comment: Tender evaluated. FITT resources successful, contract award imminent.</p>					
East Jindabyne sewer pump station refurbish	Manager Water and Wastewater	01-Jul-2025	30-Jun-2026	Not Started	%
<p>Comment: Scheduled to begin July 2025</p>					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Our water and wastewater infrastructure is well maintained and has capacity to meet the growth across the region					
Cooma Water Treatment Plant inlet and outlet flow meters	Water and Wastewater Engineer	01-Jul-2023	30-Jun-2024	In Progress	55%
Comment: Researching different flow meters to replace existing DP cell. Feasibility of delivery flow meter being investigated.					
SAP scope augmentation - sewer	Manager Water and Wastewater	01-Jul-2025	30-Jun-2026	Not Started	%
Comment: Scheduled to begin July 2025					
SCADA replacement - wastewater	Water and Wastewater Engineer	01-Jul-2022	30-Jun-2026	In Progress	50%
Comment: On schedule. Server installation and configuration expected shortly.					
Adaminaby Sewage Treatment Plant - construction	Manager Water and Wastewater	01-Jul-2022	30-Jun-2024	In Progress	97%
Comment: Plant is operational with any project defects currently being rectified.					
Raw Water Pump Station Replacement Program	Manager Water and Wastewater	01-Jul-2023	30-Jun-2026	In Progress	60%
Comment: Allocated pumps for renewals identified for this FY. Replacement program on schedule.					
Jindabyne sewer reconstruction (Clyde St and Kosciuszko Rd)	Manager Water and Wastewater	01-Jul-2023	30-Jun-2025	Not Started	5%
Comment: Design completed, tender documentation preparation has begun.					
Construction of Bombala and Delegate Water Treatment Plants	Manager Water and Wastewater	01-Jul-2022	30-Jun-2025	In Progress	38%
Comment: Progress at Bombala is going well with the process equipment installation fully underway Delegate Plant has been started with the clear water reservoir installed and design ongoing. Bombala construction progress at 35% Delegate construction progress at 15%					
Kalkite Sewage Treatment Plant upgrade	Manager Water and Wastewater	01-Jul-2022	30-Jun-2024	Not Started	%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Our health is supported by fit for purpose infrastructure					
Outcome : Our water and wastewater infrastructure is well maintained and has capacity to meet the growth across the region					
Comment: Final designs are being completed under a different WO.					
Cooma Water Treatment Plant electrical upgrade design/implementation	Water and Wastewater Engineer	01-Jul-2023	30-Jun-2025	In Progress	10%
Comment: Technical specification being developed for budget pricing. Expecting to receive technical proposal this wee from IMEC.					
Jindabyne Holiday Park Fire Service Upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	In Progress	90%
Comment: New hydrant water meter/main to be install early Feb. 2024					
Operate and maintain reticulated potable water supplies	Water and Wastewater Compliance Officer	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: The following issues were reported to NSW Health within our DWMS and ADWGs in December; - After liaising with NSW Health, Jindabyne township was placed on boil water alert from 7th to 13th December 2023 due to high turbidity in the lake. - The Bombala WTP was offline for 2 days due to poor quality raw water in the river. - Bredbo bore 1 was offline for a couple of days due to high turbidity on 4th Dec . - Nimmitabel river pumps were turned off due to high turbidity in the river on 30th Nov. - Bombala water supply received coliform detection notification from NSW Health lab but chlorine was within target levels and no further action was required. Compliance requirements for January 2023 have been met successfully. Potable water for the month of Jan 2024 met with compliance requirements besides the total number of main breaks which is currently at 50 with the year target being <47. The following issues were reported to NSW Health within our DWMS and ADWGs; - After liaising with NSW Health, Jindabyne township was placed on boil water alert from 28th Dec to 11th January. - Nimmitabel river pumps were turned off due to high turbidity in the river on 5th Jan.					
Goal : Our Infrastructure: Telecommunication networks allow us to be connected when and where needed					
Outcome : Ensure our telecommunication network develops to meet our regions changing needs, growth and provides security through resilient infrastructure					
Review fit for purpose applications	Coordinator ICT	01-Jul-2023	30-Jun-2025	In Progress	15%
Comment: January 2024 Nil update for January. Capacity to deliver is impacted by Towards Excellence Program. Review options to delay during February. December 2023 Nil update for December					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Telecommunication networks allow us to be connected when and where needed					
Outcome : Ensure our telecommunication network develops to meet our regions changing needs, growth and provides security through resilient infrastructure					
Capital Hardware Replacement Program – Disaster Recovery	Coordinator ICT	01-Jul-2023	30-Jun-2024	In Progress	59%
Comment: January 2024 Specification amended and RQF publishing set for 25 January 2024. December 2023 Draft Specification completed in preparation for RFQ in mid January 2024					
Capital Hardware Replacement Program - End User Hardware	Coordinator ICT	01-Jul-2025	30-Jun-2026	Not Started	%
Provide End User Support services to the organisation	Coordinator ICT	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: 2023/2024 Performance (01/07/2023 to 24/01/2024) Requests Acknowledged within 30 mins = 92.73% (Target 90%); 2014 out of 2172 opened Requests resolved within SLA = 97.03% (Target 80%+); 2090 out of 2154 closed Current Open requests over SLA = 10.84% (Target <20%); 9 out of 83 open requests Customer Satisfaction = 98.15% (Response rate 27.58%); 583 out of 594 responses					
Provide Information and communication systems to support the organisation	Coordinator ICT	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: 2023/2024 January 2024 Switch failure at Razorback office caused outage for 6 hour period. December 2023 Major system outage impacted most critical systems for 10.5 hours. A dirty power condition tripped server room circuits and subsequent UPS comms failure and battery exhaustion resulted in an ungraceful shutdown of the virtual server environment. Environment was restarted and rebuilt and was operational by 5:30pm.					
ICT security management	Coordinator ICT	01-Jul-2023	30-Jun-2026	In Progress	19%
Comment: 2023/2024 - progress to January 2024 No cyber-attacks detected to 24/01/2024. Cyber security awareness training platform training completed for test group. CyberCX Phriendly Phishing cyber security awareness platform engaged. Compliance with Cyber Security NSW Cyber Mandatory 25 requirements is in progress. CrowdStrike Falcon Complete 24/7/365 managed detection and response service implemented. Internal and external penetration test vulnerabilities are being addressed.					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Telecommunication networks allow us to be connected when and where needed					
Outcome : Ensure our telecommunication network develops to meet our regions changing needs, growth and provides security through resilient infrastructure					
Implementation of Cyber Security Managed Detection and Response Project	Coordinator ICT	01-Jul-2023	30-Jun-2024	Completed	100%
Comment: Engaged CrowdStrike Falcon Complete MDR service through LGP VendorPanel. Monitoring devices and providing identity protection 24/7/365					
Conversion of Council GIS Geocentric Datum to GDA2020	Coordinator ICT	01-Jul-2023	30-Jun-2024	In Progress	70%
Comment: January 2024 - Nil update December 2023 - NSW Spatial web service feed configured and tested successfully.					
Capital Hardware Replacement Program - Server and Storage	Coordinator ICT	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: 2022/2023 High level cloud readiness assessment completed. Recommend on premises infrastructure replacement. Review of leasing schedules commenced with equipment leasing vendor. Development of specification for replacement of production servers completed and posted to VendorPanel for RFQ. RFQ completed with four responses currently under evaluation in February. Successful vendor selected. Evaluation report and requisition awaiting approval and issue. Equipment installed and configured. Lease drawdown approved.					
Goal : Our Infrastructure: Transport infrastructure allows us to effectively move around the region and beyond as needed					
Outcome : Develop and sustainably fund the existing transport infrastructure					
Undertake bridge maintenance	Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	35%
Comment: Bridge Maintenance for the 23/24FY is currently underway, however progress is slow as Council's Bridge Crew is currently assisting with the construction of bridges through the Fixing Country Bridges Program.					
Delivery of externally funded projects through Black Spot Program	Infrastructure	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: Complete					
Bobeyan Road upgrade	Corporate Projects Engineer	01-Jul-2022	30-Jun-2026	In Progress	45%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Transport infrastructure allows us to effectively move around the region and beyond as needed					
Outcome : Develop and sustainably fund the existing transport infrastructure					
<p>Comment: Change of scope to be submitted, to reduce the project length from 19.5Km to 10Km (Ashvale Rd to Shannons Flat Rd) Construction to top of subgrade complete from Ashvale Road to Shannons Flat. Production of DGS at Shannons Flat Quarry underway. Snowy Valley construction crew to return when the DGS is produced and stockpiled. Quotes on Sealing and guardrail installation currently being obtained.</p>					
Delivery of externally funded projects through Fixing Local Roads	Manager Infrastructure	01-Jul-2022	30-Jun-2024	In Progress	67%
<p>Comment: Council is currently undertaking work to complete the Fixing Local Roads Projects. 3 of 7 projects currently complete. 2 of 7 currently under construction. 2 of 7 are currently out for tender.</p>					
Adaminaby long vehicle and truck parking	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	10%
<p>Comment:</p> <ul style="list-style-type: none"> • Accomplishments & Completions Tenders have been received. Evaluation to be completed by 31st January • Critical Issues A final estimate for the re-routing of the Telstra cable has been provided (\$ 150,000 plus GST) • Next Steps Awaiting a response from the contractor regarding the path for re-routing of the Telstra cables. Also awaiting an update regarding the removal of the power pole by Essential Energy. • Budget Status May need to consider the transfer of any savings from other Adaminaby projects. • Key Items for Communication 					
Ryrie Street Michelago extension	Corporate Projects Engineer	01-Jul-2022	30-Jun-2024	In Progress	30%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Transport infrastructure allows us to effectively move around the region and beyond as needed					
Outcome : Develop and sustainably fund the existing transport infrastructure					
Comment: The license has been provided to Council and has been signed and returned from TfNSW recently. We are now arranging the various resources needed to get the project commenced.					
Delivery of externally funded projects through the Country Passenger Transport Infrastructure Grants Scheme	Manager Infrastructure	01-Jul-2022	30-Jun-2024	In Progress	85%
Comment: All but one of the bus shelters under CTPIGS Round 1 have been completed.					
Undertake reactive maintenance	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	35%
Comment: Road Maintenance is underway as BAU.					
Berridale beautification (drainage)	Corporate Projects Officer	01-Jul-2023	30-Jun-2025	In Progress	55%
Comment: Accomplishments & Completions: Tender is currently open and closes on Friday, 9th February. We extended the date to the end of the week as a few interested parties asked for an extension. Issues: Nil at this stage Risk: Nil at this stage Next Step: We have engaged an arborist who will have a report back to us by the middle of February. This report will include, tree identification, health, risk of harm, useful life expectancy, recommended works (if any) and priced individually with priority rating, tree heights recorded and canopy spread, tree protection zones (TPZ AND SRZ) also further recommendations moving forward to help retain these heritage trees. Ongoing meetings with Project Engagement Group to keep them up to date, will have a meeting to discuss the successful Tender. Budget: Currently on budget Communications: Advised PEG that we have a number of interested parties who will be applying for the Tender. Will update PES as the project progresses.					
Eucumbene Cove - stormwater upgrade	Manager Infrastructure	01-Jul-2022	30-Jun-2024	In Progress	20%
Comment: Initial Project Scope not achievable in the terrain. Revision of scope is currently underway.					
Undertake Council's heavy patching program	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	30%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Transport infrastructure allows us to effectively move around the region and beyond as needed					
Outcome : Develop and sustainably fund the existing transport infrastructure					
Comment: Council Heavy Patching Program for 23/34 is ready for delivery, expected to begin early in the new year.					
Undertake gravel regrading	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	36%
Comment: Council has currently completed 288km of grading on unsealed roads this Financial Year.					
Fixing Country Bridges Round 1	Corporate Projects Engineer	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: Both bridges complete					
Delivery of externally funded road projects through, Safer Roads Program, Regional Road Block Grant, Regional Road Repair Program and Roads to Recovery	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	35%
Comment: Grant funded projects for 23/24FY currently in planning phase. Regional Road Repair Program put on hold due to the announcement of the RERRF funding agreement. Roads to Recovery Projects have been submitted awaiting approval.					
Construction of new access road segment EOC Polo Flat, Cooma	Manager Infrastructure	01-Jul-2022	30-Jun-2024	In Progress	10%
Comment: Draft design has been submitted by the consultant. Draft has been circulated to the stakeholders, seeking their approval to enable land transfer to take place.					
Delivery of externally funded projects through Transport for NSW and RMCC Agreement	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	28%
Comment: Ordered Works projects are expected to begin over the Summer season, beginning with the Heavy Patching and Resealing program for TfNSW. No Ordered Works have started work on ground yet, due to planning delays.					
Adaminaby street improvements	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	15%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: Transport infrastructure allows us to effectively move around the region and beyond as needed					
Outcome : Develop and sustainably fund the existing transport infrastructure					
<p>Comment:</p> <ul style="list-style-type: none"> • Accomplishments & Completions Work has commenced on the upgrade to Baker Street and Un-named Laneway. • Critical Issues Issues with the original placement of water mains and valves. Works can be completed within the existing budget. • Next Steps Monitor progress of works for any latent conditions. • Budget Status Expenditure is under control • Key Items for Communication Progress of works and anticipated timelines. 					
Undertake gravel resheeting	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	30%
<p>Comment: Council's Resheeting Program for the 23/24FY is currently underway. 25km of gravel resheeting has currently been completed.</p>					
Fixing Country Bridges Round 2A and 2B	Corporate Projects Engineer	01-Jul-2022	30-Jun-2025	In Progress	75%
<p>Comment:</p> <ol style="list-style-type: none"> 1 - Black Flat Bridge - Design by Contractor - Construction by Council - Construction complete. 2 - Darbys Gully Bridge - Design by Contractor - Construction by Council - Construction complete. 3 - Redcliffe Bridge - Design & Construction by Contractor - Construction complete. 4 - Cambalong 2 Bridge - Design & Construction by Contractor - Abutments & Pier complete - Deck & approach slabs Poured, Bridge Guard Rail installed. Underway; approach roads construct & seal, install transition Guard Rail, install bridge signage. 5 - Cambalong 1 Bridge - Design & Construction by Contractor - Complete; D&C Contract 005-2023 awarded, Design approved, All precast abutment & Pier components complete - 4xT-beams (type A) poured 15/1/24 (16 to go), Fisheries Permit PN23-581. - Underway; 16 T-beams (type A) to be poured in in Melbourne, Onsite construction start delayed from mid Feb to March. 6 - Killarney Bridge - Design by Contractor - Construction by Council - Completed: Existing bridge removed, Construction of new bridge complete. Underway; complete rock armoring work, approach roads construct & seal, install transition Guard Rail, install bridge signage. 7 - Rossys Creek Bridge - Design by Contractor - Construction by Council - Complete; Survey, Geotechnical Investigations, Hydrological Assessment, Modular Formwork delivered - Design Approved, Part 5/Fisheries Permit submitted, Bypass repairs Pipeclay Creek underway. Underway; By-Pass repairs (Pipeclay Creek Causeway), Construction Planning. 8 - Matong Creek Bridge - Complete; Survey, Geotechnical Investigations, Hydrological Assessment. D&C Contract 001-2024 - RFT - VP395505 advertised, Kellys bridge abutment repairs underway. 					
Undertake Council's resealing program	Manager Infrastructure	01-Jul-2022	30-Jun-2026	In Progress	30%
<p>Comment: Council's 23/24 Resealing Program is ready to begin, subject to weather conditions being suitable.</p>					

Snowy Monaro Regional Council (SMRC)		2023/2024 DP				
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Infrastructure: Transport infrastructure allows us to effectively move around the region and beyond as needed						
Outcome : Develop and sustainably fund the existing transport infrastructure						
Delivery of externally funded projects through Local Roads and Community Infrastructure Program	Manager Infrastructure	01-Jul-2022	30-Jun-2023	Completed	100%	
Comment: Complete						
Outcome : Have in place current strategic plans for meeting the future transportation needs across the region						
Revaluation of assets - transport infrastructure (roads) assets	Coordinator Strategy Development	01-Jul-2024	30-Jun-2025	Not Started	%	
Comment: Not to commence until 24-25 Operational Plan Year						
Condition assessment of the road network	Coordinator Strategy Development	01-Jul-2023	30-Jun-2024	In Progress	5%	
Comment: An initial meeting has been held with the primary stakeholders. Moving forward a tender will be prepared with a view to have a company on the ground undertaking the condition assessment by March 2024. The 23/24 budget has been phased to align with this tender.						
Parking gap analysis for Cooma	Coordinator Strategy Development	01-Jul-2022	30-Jun-2024	In Progress	95%	
Comment: Twelve months of data collection has now been completed - A report will be prepared and presented at a Council briefing.						
Undertake Traffic Count Program	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%	
Comment: 9 traffic counters have been collected up until the end of November of November 2023. 10 Counters are currently placed across various roads our Council region.						
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles						
Outcome : Build a network of regional trails and accessible shared pathways						
Lake Jindabyne Shared Trail	Corporate Projects Officer	01-Jul-2022	30-Jun-2025	In Progress	52%	

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Build a network of regional trails and accessible shared pathways					
<p>Comment: Status: 1.1 Tyrolean Village to Kunama Estate & Rainbow Beach – DA achieved and AHIP in place 2.1 Kunama Estate & Rainbow Beach to East Jindabyne – still waiting on land acquisition, once land owner consent is received the DA application will be lodged and AHIP request submitted. 2.2 Mill Creek Mountain Bike Park - DA application has been lodged. AHIP request to be submitted. 3.1 Hatchery Bay to Gaden Rd Trout Hatchery - waiting on land acquisition, once received with land owner consent the DA application will be lodged. Section 1.1, 2.1, 2.2 & 3.1 will go out to tender thereafter.</p> <p>Issues: Achieving timely land acquisition</p> <p>Risk: late land acquisition may push the underpass construction (stage 3.1) closer to the next ski season which is far from ideal as TfNSW will not let us undertake construction in this time.</p> <p>Next Step: Council and PW are actively following up with land owners about land acquisition approvals, which is holding up DA submission for Sections 2.1 and 3.1.</p> <p>Budget: Pending the approval of the Scope variation to remove Creel Bay and Kalkite from the works - on budget</p> <p>Communications: Council will begin footpath and pedestrian crossing works around Townsend St, Jindabyne in February/March to enhance the connection between the lake foreshore track and Copper Tom.</p>					
Outcome : Have in place planning that identifies the infrastructure needed to support the community					
CBD Activation Plans	Coordinator Economic Development and Tourism	01-Jul-2022	30-Jun-2026	In Progress	35%
<p>Comment: A draft Bombala CBD Activation Plan is in the process of being written following workshops, face to face meetings and a survey last year.</p>					
Building Renewal Program	Manager Infrastructure	01-Jul-2025	30-Jun-2026	Not Started	%
Condition assessment of open space, open land and other structures	Coordinator Strategy	01-Jul-2024	30-Jun-2025	Not Started	0%
<p>Comment: This project is to be completed in the 25-26 Operational Plan Year</p>					
Cooma Showground electrical upgrades to external electrical infrastructure - Phase 2 NSW Showgrounds	Corporate Projects Officer	01-Jul-2023	30-Jun-2024	In Progress	60%
<p>Comment: Electrical upgrade commenced late 2023</p>					
Local Infrastructure Contributions Plan (LICP)	Coordinator Strategy Development	01-Jul-2022	30-Jun-2024	Completed	100%
<p>Comment: This project has been completed and the new plan is published to Council's webpage.</p>					

Snowy Monaro Regional Council (SMRC)		2023/2024 DP				
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles						
Outcome : Have in place planning that identifies the infrastructure needed to support the community						
Review the future direction of the Bombala Truck Wash	Coordinator Community Facilities	01-Jul-2022	30-Jun-2023	Completed	100%	
Comment: A considerable amount of work has been undertaken on the Bombala Truck Wash to improve water flow away from the site. Drainage ponds emptied, excavated and structural walls build to insure no overflow and works have completed 25 January. This site is now at full working capacity.						
Infrastructure study for Berridale and Kalkite	Coordinator Strategy Development	01-Jul-2023	30-Jun-2024	In Progress	95%	
Comment: This project is in the final stages of completion. The Berridale section is completed and final edits are being completed for the Kalkite section. It is anticipated full completion of the project and acquittal will be end of January 2024.						
Maintain and operate truck wash facilities	Coordinator Community Facilities	01-Jul-2022	30-Jun-2026	In Progress	39%	
Comment: Truck washes were available for this month. slab design at Cooma still is of concern.						
Active Transport Strategy	Recreation Planner	01-Jul-2023	30-Jun-2024	In Progress	75%	
Comment: The Draft ATP has been complete and is ready to present to February Council briefing. The Council report will seek endorsement for the document to go on public exhibition throughout March						
Policies and procedures for Land and Property assets are current	Coordinator Land and Property	01-Jul-2022	30-Jun-2026	In Progress	35%	
Comment: November 2023: A suite of draft policy & procedure documents are in the final review stage, prior to internal document control procedure being triggered:- Native Title Due Diligence Policy / Native Title Manager Advice Procedure / Request for Native Title Manager Advice Template / Native Title Manager Worksheet Template / Native Title Manager Advice Template; Aboriginal Consultation Policy for Council Managed Land Dealings; Aboriginal Cultural Heritage Due Diligence Policy / Aboriginal Culture & Heritage Due Diligence Procedure / Land & Property Information for Crown Land User Groups / Aboriginal Culture & Heritage Due Diligence Report Template; Property Interests Acquisition & Disposal Policy. Progressive assessment of policy needs is ongoing across, and in collaboration with, portfolios as part of over Council's overarching BAU. NOTE: Progression % assumption is based around standard service delivery spanning the four years, which equates to 25% goal completion each year.						
Polo Flat Masterplan and Industry Study	Coordinator Economic Development and Tourism	01-Jul-2023	30-Jun-2024	In Progress	50%	
Comment: Project is continuing to progress with market review complete and infrastructure review close to completion. Draft Plan expected in February.						
Development of a Cemetery Management Plan	Coordinator Public Health and Environment	01-Jul-2023	30-Jun-2025	In Progress	60%	

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Have in place planning that identifies the infrastructure needed to support the community					
<p>Comment: In addition to attending meetings for the Cemetery and Crematoria Association, Council has commenced research into the plans used by other Council's in NSW. An assessment was made of the management arrangements against a draft tool put out by the Cemetery and Crematoria Association. The management of Council's Cemeteries rated well in comparison to the industry standard.</p> <p>A draft Cemetery Management Plan will be ready for comment in late June 2024</p>					
Prepare Development Servicing Plans (DSPs)	Coordinator Strategy Development	01-Jul-2022	30-Jun-2023	Completed	100%
<p>Comment: Project completed with NSW Water approval and registration.</p>					
Deliver internal corporate project management services to the organisation	Corporate Projects Officer	01-Jul-2022	30-Jun-2026	In Progress	25%
<p>Comment: September 2022 AIM training session (Workplace offering one session per annum) Updated documents to be uploaded on new intranet (now May 2023) Internal training sessions quarterly - ad hoc as required.</p>					
Revaluation of assets - other structures, open space assets and community land	Coordinator Strategy Development	01-Jul-2025	30-Jun-2026	Not Started	%
<p>Comment: This project is to commence and be completed in the 25-26 Operational Plan Year</p>					
Deal with land title matters	Coordinator Land and Property	01-Jul-2022	30-Jun-2026	In Progress	35%
<p>Comment: November 2023: Land ownership titles updating of proprietor name will continue as BAU (to enable lot consolidation &/or asset disposal etc) as both time & financial resources permit. NOTE: Progression % assumption is based around standard service delivery spanning the four years, which equates to 25% goal completion each year.</p>					
Develop a project plan for the establishment of the new Cooma Cemetery	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2025	In Progress	60%
<p>Comment: Discussions with Council's project management team have occurred as stage one for the development of a project plan for the establishment of the new Cooma Cemetery. An initial draft outline for the plan has been developed. Work has commenced on the development of the project plan, with the final draft being available for comment in late June 2024.</p>					
Recreation Strategy	Coordinator Strategy Development	01-Jul-2022	30-Jun-2023	Completed	100%
Undertake building compliance and access works - Cooma Office	Coordinator Land and Property	01-Jul-2024	30-Jun-2025	Not Started	0%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Have in place planning that identifies the infrastructure needed to support the community					
Progress maturity of asset management planning	Coordinator Strategy Development	01-Jul-2025	30-Jun-2026	In Progress	10%
Comment: This is an action from the 2022 Financial Sustainability Review. As part of the SRV revenue an additional FTE of a new Asset Engineer is to be funded. Sample PD's have been collated and a new PD ready for advertisement will be prepared to be advertised in October 2023. Additional improvement measures are underway working towards a more mature Asset Management.					
Maintain and operate livestock and saleyard facilities	Coordinator Community Facilities	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: There was December one cattle sale with 326 head and one sheep sale with 6369 head, which one of the biggest sales we have had for a while. January sales have been cancelled by the Agents.					
Revaluation of assets - buildings and operational land	Coordinator Strategy Development	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: This project was completed in the 2022-2023 Operational Plan Year					
Outcome : Provide well maintained sporting and leisure facilities					
Maintain and operate Cooma Regional Sports Hall	Coordinator Community Facilities	01-Jul-2023	30-Jun-2026	In Progress	20%
Comment: Construction is complete and final steps for issue of the Occupancy Certificate is underway. We are expecting the Occupancy Certificate to be issued during the first week of February. Sports Hall is still not operational. Issues have occurred with drainage and storm water over the Christmas period. The cause of the issue is being investigated. initial site meetings have determined that changes to the landscaping to include mulch rather than grass have caused drains to be blocked. Landscaping will be rectified as an urgent matter. A review of the as-built drainage documents and design is taking place to determine if construction was complete in accordance to the plans. If not then rectification may be covered as a defect. If the design has not been satisfactory further site investigations and planning will need to take place to determine the solution.					
Refurbishment of the Jindabyne Pool	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	Completed	100%
Comment: Status: Project achieved practical completion 22-09-23 Issues: Nil Risk: Nil Next: Finalise costing, correlate all project documentation and pass over to Operations. Budget: On budget Communications: Public notified of 23-09-2023 opening by council communications.					
Nimmitabel Showground Luncheon and Bar Upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	In Progress	99%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Provide well maintained sporting and leisure facilities					
<p>Comment: All works completed as listed below and final report submitted for finalisation. Total Funding: \$195,125.00 Total Expenditure: \$179,790.21 We will need to return underspend of \$15,334.79</p> <p>Works: Engaged a contractor to undertake a BCA Assessment of the Luncheon Pavilion.</p> <p>Engaged a draftsman to incorporate the issues identified in the BCA Assessment to a new plan.</p> <p>Engaged a local contractor to undertake the works prepared by the draftsman from the BCA Assessment. Works included: Replace all 5 entry doors with size to suit NCC. Alter swing outwards with latch that complies with NCC Removal and Disposal of old doors Upgraded landing and access ramp to meet AS1428.1 & D2.14 slope and slip resistance Installed new landing and access ramp to the front veranda Installed new landing and access ramp to rear entrance Replaced and rectify landing and steps to meet part 'D' NCC to side entrance. Installed new Fire Exits and Tactile indicators. Increased egress to 1000mm (around bench). Repointed chimney structure to make it safe. Sealed closed old oven doors to make safe. Replaced and installed new roof guttering. Rectified roof sheeting and fixings. Rectified any existing piers where required. Extended hand rails around accessible entrances. Connection of new guttering to storm water system - water tanks on site.</p> <p>Replaced damaged water mains.</p> <p>The works undertaken will greatly assist the showground on the further development and the extension of the luncheon pavilion, which was the original plan.</p>					
Bombala Swimming Pool upgrades - stage 1	Corporate Projects Officer	01-Jul-2022	30-Jun-2025	In Progress	54%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Provide well maintained sporting and leisure facilities					
<p>Comment: ACCOMPLISHMENTS/COMPLETIONS: DA has been approved. Designs are being developed to "For Tender", which is expected to be completed by the end of January 2024.</p> <p>CRITICAL ISSUES: The critical issue with the delivery of the pool projects remains the funding availability. The aged facilities require significantly more work than funding allows. This project will focus on water treatment only.</p> <p>RISKS: Budget, as mentioned above. Program presents a risk as the timeframes for completion required under the grant agreement would have, meant that the pool would have been unavailable for the entire summer. AS with the Cooma pool an extension has been sought to minimize the impacts and is expected to be approved, allowing for the work to be scheduled out of season.</p> <p>NEXT STEPS: Finalise the tender package of works and go to tender.</p> <p>BUDGET STATUS: There are currently no budget variations that have been quantified.</p> <p>KEY ITEMS FOR COMMUNICATION: The DA has been approved and designs are being updated to 'For Tender' with changes made as required by the DA Conditions.</p>					
Maintain and operate community halls	Coordinator Community Facilities	01-Jul-2023	30-Jun-2026	In Progress	20%
<p>Comment: Repairs to Numeralla Hall were undertaken with further repairs to occur. Hall is currently open, part of the hall is restricted to occupation till repairs completed. Delegate School of Arts sub-floor needs further investigation, this may impact the delivery of planned upgrades. Will confer with Projects re scope of works. Maintenance issues at the Delegate School of Arts have been identified and will be addressed, with the committee reminded to refer maintenance requests to Council.</p>					
Mt Gladstone amenities upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%
<p>Comment: Completed.</p>					
Maintain high priority, high use parks, sporting facilities, trails and other grounds	Supervisor Civic-Maintenance	01-Jul-2022	30-Jun-2026	In Progress	60%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Provide well maintained sporting and leisure facilities					
<p>Comment: 25/09/23- Winter has been a busy maintenance period for the Civic teams. Council's tree trimming and removal program has been undertaken with all villages having received attention. Efforts have concentrated on identified dangerous trees, many nature reserve trees, requested by residents and those that impact on summer mowing activities. Banjo Patterson park benches have been sanded and oiled along with Berridale Playground. Works are progressing to issue an RFQ for the restoration of Banjo Patterson turf area after it has been inundated for the past few years. Likewise engineering and construction evaluation of the exercise station at the Claypits is underway now that DRFA funding has been assured. Cricket pitches at both Jindabyne and Bombala ovals are being installed ready for the summer sports. In Cooma Goals posts have been taken down and fields marked for summer sports. Unfortunately early August saw the vandalism of Rotary Oval playground, Insurance has been pursued and we await their determination for the replacement to begin. Centennial Park playground has significant wear and tear, currently a warranty avenue is being pursued with the supplier who have been gracious and are planning to visit the site shortly. Fertilisation and aeration of 10 key ovals and Centennial Park is underway with works to be completed by the October long weekend. Mowing has begun with particular attention being drawn to high use parks. Asset protection zones and other areas identified by the RFS that are not usually on Council's agenda, with these sites we are being supported by the correctional team.</p> <p>25/09/2023 Have discussed funding options with volunteer MTB groups, in the process of arranging a meeting to brainstorm avenues of sponsorship and donation stations.</p> <p>24/11/2023 - One option of funding streams for Mountain biking was that of the new fees and charges that were suggested by the volunteer groups. This was not passed by Council and funds that could have been secured over the 23/24 summer cannot. It will be discussed again with the MTB groups and re- submitted for the next FY.</p> <p>25/09/23 Teams are currently fertilising and aerating ovals, this maintenance work will allow a close inspection of surfaces to better guide top dressing and or patching of the selected ovals.</p> <p>24/11/2023- spring has been too busy for teams with some staff off with injury. Works are being planned for the Autumn regarding top dressing of ovals</p> <p>25/01/24 - The growing season has been difficult over the past few months, teams have prioritised sporting ovals and high priority parks, with most ovals being mown twice a week to keep up with growth and ensure booked sport can proceed with appropriate ground cover. Lake Jindabyne foreshore around the Clay pits areas was behind schedule due to contractor break down and wet conditions, however the schedule is now back on track and service level has resumed. play equipment is still out of order, CEO orders to remove Spider climber and the exercise equipment funding is being pursued. Centennial Park slide was re-instated just before Christmas, Jindabyne Flying fox required a cable replacement, which has occurred with the second cable to be replaced within the next two weeks.</p>					
Ginger Lee Park upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%
Cooma Regional Sports Hall	Recreation Planner	01-Jul-2022	30-Jun-2024	In Progress	98%
<p>Comment: Construction is complete and final steps for issue of the Occupancy Certificate is underway. We are expecting the Occupancy Certificate to be issued during the first week of February.</p> <p>Issues have occurred with drainage and storm water over the Christmas period. The cause of the issue is being investigated. initial site meetings have determined that changes to the landscaping to include mulch rather than grass have caused drains to be blocked. Landscaping will be rectified as an urgent matter.</p> <p>A review of the as-built drainage documents and design is taking place to determine if construction was complete in accordance to the plans. If not then rectification may be covered as a defect. If the design has not been satisfactory further site investigations and planning will need to take place to determine the solution.</p>					
Investigate Highview Park Jindabyne	Supervisor Civic-Maintenance	01-Jul-2022	30-Jun-2023	Completed	100%
<p>Comment: Investigation completed</p>					
Bombala sporting facilities upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	25%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Provide well maintained sporting and leisure facilities					
<p>Comment: Status: DA approval, detail construction drawing stage Issues: Nil at this stage Risk: Extension of time will be required due to DA process Next Step: detailed design, RFT construction Budget: On budget as this stage Communication: PEG communicated with at the 13-09-23 meeting, next meeting scheduled for the 25-10-23</p>					
Jindabyne Sportsground upgrade amenities	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%
Maintain and operate Council owned pools	Coordinator Community Facilities	01-Jul-2022	30-Jun-2026	In Progress	45%
<p>Comment: Plant room issues at Cooma, which have been assessed and parts ordered. Adaminaby Pool has undergone significant upgrades and is at full operation. Jindabyne Pool is having acoustic issues, which are being investigated. Quotes being obtained to replace ceiling with suitable material Bombala Pool has recently been leased out and is at full capacity.</p>					
Cooma Swimming Pool upgrades - stage 1	Corporate Projects Officer	01-Jul-2022	30-Jun-2025	In Progress	54%
<p>Comment: ACCOMPLISHMENTS/COMPLETIONS: DA has been submitted in early January 2024.</p> <p>CRITICAL ISSUES: The critical issue with the delivery of the pool projects remains the funding availability. The aged facilities require significantly more work than funding allows. This project will focus on water treatment only. Delivery timeline has become an issue; Council had applied for a 12-month extension to the delivery deadline (bringing it to May 2025), however this would have resulted the pool likely being closed for all of summer '24/'25. A further extension has been requested and the expected timeframes reviewed. It has informally been indicated that the extension will be approved and this , when combined with the revised construction period, will allow the works to be undertaken in the off-season.</p> <p>RISKS: Budget, as mentioned above. Program presents a risk as it has been determined that the works will take ~8 months to complete. This may be varied by the contractors bidding for the works or issues around the delivery may extend the time taken to complete the works, impacting on the swimming season.</p> <p>NEXT STEPS: DA assessment, then develop design for tender.</p> <p>BUDGET STATUS: There are currently no budget variations that have been quantified.</p> <p>KEY ITEMS FOR COMMUNICATION: It is currently anticipated that in order to comply with the grant timeline the works will need to be carried out over the summer of 2024/25 meaning that the pool will be closed over this period.</p>					
Undertake playground inspection program	Supervisor Civic-Maintenance	01-Jul-2023	30-Jun-2026	In Progress	60%
<p>Comment: Inspections undertaken as per schedule.</p>					
Jindabyne Skate Park upgrade	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	65%

Snowy Monaro Regional Council (SMRC)						2023/2024 DP
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles						
Outcome : Provide well maintained sporting and leisure facilities						
<p>Comment: Accomplishments & Completions: Media release advising works stopping over Christmas and when they will start again. Continued meetings with PEG and PCG to discuss the project. Water line has been relocated without issue. Extra Funding Deed has been signed and the contractor advised that Provisional Sum works can proceed. The skate park will now have lights. Community expectation – have had very minimal community backlash for the works taking place over summer school holidays. We have a great working relationship with the Jindabyne Skate Park Association who share all our posts and are very positive about the projects development. Took two of the PEG members on site and they were so excited with the progress and to discuss it with the contractors. They then did an update post on the Jindabyne Skate Park Association FB page.</p> <p>Critical Issues: Nil at this stage. Risks: Hazardous weather – Contractors are keeping a close eye on the weather as they have a lot of concrete to pour over the next coming weeks. Contract has allowed for wet weather days. Next steps: Continued engagement with the contractor, planning weekly site visits as project comes to an end. Meeting with PEG to start plan the opening to be held towards the end of March/early April 2024.</p> <p>Budget status: Project is currently within budget. Have used 27% of contingency funds. Reporting on time for PWA/DRNSW Delivered under the BLER Fund.</p> <p>Key items for Communication: Will continue to meet with the PEG and keep them up to date with the Projects Development. Media Release – with progress update. Community expectation – have had very minimal community backlash for the works taking place over summer school holidays.</p>						
Upgrades to Cooma Showground toilet block under the Crown Reserves Improvement Fund (CRIF)	Supervisor Civic-Maintenance	01-Jul-2023	30-Jun-2024	In Progress	5%	
Comment: Quotes have been received and an evaluation of quotes is yet to be undertaken.						
Develop an Aquatic Strategy for the region	Coordinator Strategy Development	01-Jul-2024	30-Jun-2025	Not Started	%	
Comment: Source funding yet to be determined						
Outcome : Public buildings and facilities are set up to be accessible to all people						
Bombala Arts & Innovation Centre Building Upgrade	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%	
Comment: Funded under the Bushfire Local Economic Recovery Fund, this project will see the refurbishment and adaptive reuse of the heritage listed, former infants school in Bombala. It will become a multi-use arts facility for community use						

Snowy Monaro Regional Council (SMRC)					2023/2024 DP	
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles						
Outcome : Public buildings and facilities are set up to be accessible to all people						
New Civic Precinct (Stage 1-Feasibility)	Chief Strategy Officer	01-Jul-2022	30-Jun-2024	In Progress	85%	
Comment: This project has not been able to be moved forward during the last month. It will be assigned to the Corporate Projects team to review the ability to undertake the additional work requested now that a position has been filled. there is still a vacancy within the team and this will still impact on the ability to undertake all of the work expected.						
Bombala Caretaker Cottage	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	Completed	100%	
Comment: Status: Completed Issues: Nil Risk: Nil Next Step: Local 355 to complete the refurbishment with additional funding Budget: On budget Communications: Bombala PEG updated regularly, last meeting 13-09-2023, next meeting 25-10-2023						
Bombala Exhibition Hall, CWA Room upgrades painting of exhibition hall	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%	
Aitchison Cottage Berridale	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%	
Bombala Exhibition Hall, CWA Room upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	Completed	100%	
Comment: Status: Works completed Issues: Nil Risk: Nil Next Step: N/A Budget: On Budget Communications: Updates communicated to the PEG at the 13-09-2023 meeting, next meeting scheduled for 25-10-2023						
Maintain Council buildings and sites within the Land and Property service	Coordinator Land and Property	01-Jul-2022	30-Jun-2026	In Progress	35%	
Comment: Measure achieved for November 2023. NOTE: Progression % assumption is based around standard service delivery spanning the four years, which equates to 25% goal completion each year.						
Jindabyne Community Library	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%	
Comment: The Jindabyne Library is proving to be a success with the Jindabyne Community, with the call for additional programs to be run.						

Snowy Monaro Regional Council (SMRC)					2023/2024 DP	
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles						
Outcome : Public buildings and facilities are set up to be accessible to all people						
Delegate Preschool renewal of drainage systems	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	25%	
Comment: Construction commenced during 2023/2024 school holiday.						
Delegate School of Arts	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	15%	
Comment: Accomplishments & Completions: - Received DA & CC approval - Council were successful in securing an additional \$125,426 from Bushfire Local Economic Recovery Fund Critical Issues: - Original trade estimate report indicated approx. \$202k shortfall. With additional funds secured, the project may still fall short by approx. \$76k. Risks: - Unable to complete the project with the current Scope of Works. Next Steps: - reviewing Deed variation and pending approval - tender stage Budget Status: - the market will provide clarity once the project goes out for tender Key Items for Comms: - Bi-monthly meeting with PEG members and PCG (PWA and SMRC Project team)						
Bombala Depot – female amenities	Corporate Projects Officer	01-Jul-2022	30-Jun-2023	Completed	100%	
Operate and maintain Snowy River Health Centre in accordance with DoHA requirements	Coordinator Land and Property	01-Jul-2022	30-Jun-2026	In Progress	35%	
Comment: November 2023 - Occupancy at SRHC is firm; with ongoing occupancy of the sessional rooms active and adhoc hire of the Education Room by user groups ongoing, based on demand. The primary tenancy footprint of the facility is occupied; via lease to Jindabyne Medical Practice. NOTE: Progression % assumption is based around standard service delivery spanning the four years, which equates to 25% goal completion each year.						
Jindabyne Holiday Park Upgrades	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	75%	
Comment: Contractor have just re-commenced construction Feb. 2024						
Jindabyne Town Centre improvements	Corporate Projects Officer	01-Jul-2023	30-Jun-2025	In Progress	1%	

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Public buildings and facilities are set up to be accessible to all people					
Comment: Scope of works for SAP for Town Centre currently under review.					
Provide library services across the region	Library Services	01-Jul-2022	30-Jun-2026	In Progress	37%
Comment: Our Mobile Library has been off the road for the start of 2024 due to maintenance issues, expected to be back operating 29th January 2024. All other services operated as normal, providing access to resources and education programs across the region with an extensive holiday program being undertaken.					
Strengthening Communities Safer Places	Corporate Projects Officer	01-Jul-2022	30-Jun-2026	In Progress	60%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Infrastructure: We have in place infrastructure that supports our lifestyles					
Outcome : Public buildings and facilities are set up to be accessible to all people					
<p>Comment: Accomplishments & Completions: Works are now complete at the following Halls: Mila, Cathcart, Bibbenluke, Dalgety and Kybeyan, Bungarby, Michelago and Bredbo Works have started at Bredbo, Numeralla, Craigie and Adaminaby. Works yet to start at Nimmitabel as we will need to apply for a 138 in relation to the new access ramp.</p> <p>First Aid Course The First Aid Courses have been highly successful with now over 150 locals having successfully completed their Apply First Aid Certificate. We are continuing to work with Councils Learning & Development Team on running the First Aid Courses and have our final one booked for Mila on Saturday, 10 February 2024. This is fully booked.</p> <p>Generator Interfaces - We have engaged a Clear Cut Electrical as the contractor to undertake the installation of generator interfaces, initial notification with Essential Energy is in the processes of being completed for the following halls: Adaminaby, Bredbo, Cathcart, Michelago, Nimmitabel and Numeralla. To date 16 Defibs have been installed with a further 8 to be installed by the end of February.</p> <p>Critical Issues: Budget Constraints – Project is still with budget. We have had a few variations come in so far and one prompted by the community. The works at Craigie Hall were significantly over the original budget. Access to Halls – As works start on each of the Halls we will try to limit the impact of these works on bookings to the halls and the community. The contractors have advised that they will only be on site for maybe a few weeks at time. We will work closely with each Hall committee to make sure there is no negative impact.</p> <p>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. Delivery within Timeframe – the project is due to be delivered by 31 January 2024. We have had a few delays with materials and Local Aboriginal Land Council on approving works at Craigie.</p> <p>Next steps: Submission of the 138 for Nimmitabel Hall. Last 1st Aid Course Installation of Generator interfaces. Continued communication with Davones to monitor the progress of works. Continued communication with 355 Committees.</p> <p>Budget status: Project is currently within budget. Have underspent on the Communication Packs and Generator interfaces so the remaining funds will go towards the compliance works. We have used a small chunk of our contingency to cover the extra funds required to complete the works at Craigie Hall and some unforeseen required works at Bungarby. Have used 60% of the contingency funds.</p> <p>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. Media Release – update on Halls project works completed so far we will have this ready to go for after our final first aid course.</p>					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: Our community is informed and engaged to provide transparency in decision making					
Outcome : A range of consultation mechanisms that facilitate input from the stakeholders are used					
Provide lobbying and advocacy to government and private operators to retain, support, and improve local community support services	Chief Strategy Officer	01-Jul-2022	30-Jun-2023	Completed	100%
Provide feedback on State Significant Development (SSD) applications	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: SEARS for Coonerang Wind farm has been commented on by Council's Strategic Planning team.					
Undertake a customer satisfaction survey annually	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	Completed	100%
Comment: 2023-2024 Community Satisfaction Survey completed .					
Outcome : Community engagement strategies are put in place to effectively consult and engage with stakeholders					
Provide customer service front desk and after hours service	Coordinator Engagement	01-Jul-2023	30-Jun-2026	In Progress	60%
Comment: 1300 calls this month. Service levels, 92.65%, for telephone interactions remain above the benchmark. New CSO team member employed. After hours reported an average tally of calls during the shutdown period.					
Provide Service NSW access to the Bombala community	Coordinator Engagement	01-Jul-2023	30-Jun-2026	In Progress	60%
Comment: Due to leave arrangements, staff shortages will see a reduction of hours for the delivery of Service NSW services over the period November 23 - February 24. Recruitment is complete for this role.					
Prepare and implement Community Engagement Strategy	Coordinator Engagement	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: The CES will be reviewed the the second quarter of 2024. The strategy is utilised for all engagement activations ensuring this process is embedded in BAU. The Engagement team continue to support business units with the creation and roll out o their individual strategies.					
Outcome : Timely and relevant information is communicated to stakeholders on matters impacting on them					
Prepare the State of the Region Report	Coordinator Strategy Development	01-Jul-2023	30-Jun-2026	Not Started	%
Comment: State of the Council Region Report is not due to 2025 at the end of Council's term.					
Prepare an Annual Report for the community highlighting Council's progress against the Delivery Program	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	Completed	100%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: Our community is informed and engaged to provide transparency in decision making					
Outcome : Timely and relevant information is communicated to stakeholders on matters impacting on them					
Comment: 2022-2023 Annual report completed.					
Inform the community on relevant Council matters	Coordinator Engagement	01-Jul-2023	30-Jun-2026	In Progress	60%
Comment: Media releases, newsletter and public notices distributed on relevant council matters. An engagement plan is developed for the local show season, there are five local shows. The engagement team, along with relevant council business units, will also attend a mix of markets across the region. There will also be a range of pop-ups sessions. All local schools have been offered an educational visit, a number of sessions were held in this reporting period. Social media monthly stats: • Followers: FB 11,535 increase of 67 this month • Followers: Instagram 1,884, increase of 22 this month • Facebook page reach = 31,881. Down by 72 % this month, the large drop is due to the popularity of last months Trout project post. • Instagram reach = 1,079 Down by 22.9% this month Website stats Sessions by device Mobile 53.5% Desktop 43.7% Tablet 2.8% Top ten pages - Home Page - Content Search - Waste-Facilities - Boil water alert - Library - Contact us - Careers - Meetings - Business Papers and Minutes - Bin collection calendar					
Reporting accountability through monthly performance reporting	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: The monthly performance report has been prepared for the December 2023 Council meeting, reporting up until end of November 2023.					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That effective strategies are in place to achieve the community strategic plan outcomes					
Outcome : Current strategies are in place to manage all major issues facing the community					
Develop a Climate Change Resilience Strategy	Coordinator Strategy Development	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: Scoping of this project was completed in determining funding sources.					
Co-ordinate preparation of an Operational Plan that identifies the projects and activities that will be undertaken each financial year to achieve the commitments made in the Delivery Program	Coordinator Strategy Development	01-Jul-2023	30-Jun-2026	In Progress	50%
Comment: 2023-2024 Operational Plan developed and adopted by Council - Published on Council's Webpage					
Disability Inclusion Action Plan (DIAP)	Coordinator Strategy Development	01-Jul-2022	30-Jun-2024	In Progress	90%
Comment: Draft strategy will be tabled at the February 2024 Council meeting to place on public exhibition for 28 days.					
Develop the 2042 Snowy Monaro Community Strategic Plan (CSP) in line with Integrated Planning and Reporting guidelines to ensure long term planning and organisational sustainability	Coordinator Strategy Development	01-Jul-2023	30-Jun-2026	Completed	100%
Comment: The 2042 Snowy Monaro Community Strategic Plan is adopted and published on Council's website. A review will commence early 2024.					
Strategies are developed to manage major issues facing the community	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: Strategies are developed as source funding is sourced and are prioritised as actions from preceding adopted strategies. Current strategies being drafted are the Active Transport Strategy, Disability Inclusion Action Plan, Arts and Culture Strategy and Heritage Strategy.					
Arts and Culture Strategy	Coordinator Strategy Development	01-Jul-2022	30-Jun-2024	In Progress	80%
Comment: Draft Arts and Culture Strategy has been completed and will be tabled at the February 2024 Council meeting to place draft on public exhibition for 28 days.					
Reconciliation Action Plan	Coordinator Strategy Development	01-Jul-2022	30-Jun-2024	In Progress	90%
Comment: External public consultation is completed - A draft reflect plan has been prepared with further internal consultation to take place before a report is prepared for Council.					
Review Youth Strategy 2023-27	Youth Officer	01-Jul-2022	30-Jun-2024	In Progress	25%
Comment: Initial discussions have begun with Communications Team management and Youth Advisory Committee, on how best to move forward and structure the consultation process. The YAC have invited the communications team to discuss how to move forward with the consultation.					
Annual review of the Delivery Program is undertaken, to ensure it aligns with the CSP	Coordinator Strategy Development	01-Jul-2023	30-Jun-2026	In Progress	50%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That effective strategies are in place to achieve the community strategic plan outcomes					
Outcome : Current strategies are in place to manage all major issues facing the community					
Comment: 2023-2024 Annual Review is completed					
Outcome : Implement an operational excellence program					
Develop and deliver the Towards Excellence Program	Chief Strategy Officer	01-Nov-2022	30-Jun-2025	In Progress	20%
Comment: Significant effort is currently going into development of the annual works plans for the infrastructure and water/wastewater business units. A large number of staff have been involved in providing information on exactly what it is that they currently do and what they know they need to do, to inform the development of a planned annual program of works. This will provide the basis for identifying the level of work activity required to properly maintain the infrastructure being managed. A process has been developed to establish annual service plans for those areas that are service providers. Meetings have been arranged, to build on the reviews previously undertaken, to determine the service levels and activities required to be undertaken. Work has commenced on reviewing our way or working, with out first business unit. The top priority area identified was the planning and building areas. This area was targeted based on the community satisfaction survey. It is the second highest area people told us they contact Council about (15%). This makes it an area where we can have a large impact by finding ways to improve. Workshops have been held to discuss and investigate the current ways or working, identify the issues and any barriers that are seen to exist. Working with a contractor it has been identified that around 30,000 duplicate name records can be wiped out of the Council's system, which will be a critical part of establishing the customer service request system. The process of removing those duplicate names has been run through the test system, to ensure that there is less chance of issues when working with the live data. Cleansing the live data is currently being scheduled. Council will be ensuring that it has one record for each person, so that all information can be coordinated. The background information to allow the Council to capture and enter all customer requests into the system have been set up. Once the names data is fixed training will be undertaken and then the first phase, capturing all requests, will be undertaken. Future stages will build automations into the system. The technology review has undertaken surveys of staff and a review to identify the current stat of systems against needs. Existing systems are at basic levels of non-existent. There will be the need to implement improvements to many systems to increase automation and process support. There are no systems available to effectively manage service task delivery, which will need to be implemented. The customer request module is being used in a limited fashion to track customer request and is in the process of being implemented in a phased approach, with the first approach to be to ensure that all requests are entered into and tracked through the system. Currently this only is in place for one service area. Customer avatars have been developed to guide the development of systems that interact with external parties. The customer avatars are a tool that will be used to review whether the processes used by the organisation are meeting customer needs.					
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
Facilitate service reviews as required under s406 of the Local Government Act, 1993, in accordance with Council's Service Review Program	Chief Workforce Officer	01-Jul-2022	30-Jun-2026	In Progress	34%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
<p>Comment: Towards Excellence program commenced 11 September 2023 with kick off meetings covering: * Leadership and Culture * Customer Journey * Annual Works and Service Delivery * Way of Working * Technology Enablement</p> <p>As part of TEP, SMRC will undertake a scheduled ICT Service Review in 23-24. Findings and recommendations entered into the audit system and to be distributed for management responses. 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. Will be part of the Towards Excellence project, which should look at what activities are undertaken and how best those should be resourced and carried out. KPI developed and added to the delivery program. Will be reported on as part of the monthly progress report to Council.</p>					
Administrate NSW Rural Fire Fighting Fund allocations in line with RFS requirements	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: 24.01.2024 Administration of RFS funds conducted according to existing arrangements as needed. Arrangements for administration under section 44 conditions were confirmed during the reporting period.</p>					
Annual review of Asset Management Plans	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	15%
<p>Comment: Planning for the 2024-2025 Asset Management Plan reviews is well underway. Internal stakeholder meetings have been scheduled with staff during February 2024 to assist in informing the review.</p>					
Provide accurate asset management information	Coordinator Strategy Development	01-Jul-2023	30-Jun-2026	In Progress	50%
<p>Comment: Accurate information is provided by the Assets team upon request, generally with 48 hours.</p>					
Undertake a program of internal audit across Council services	Coordinator Governance	01-Jul-2023	30-Jun-2026	In Progress	20%
<p>Comment: 28.11.2023 ARIC meetings include regular updates on the ARIC annual and audit plan. The next meeting is scheduled for 5 February 2024. Internal audit is a shared service under a CRJO agreement.</p>					
Designated Persons returns are scheduled and managed in accordance with Office of Local Government (OLG) requirements	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	50%
<p>Comment: 24.01.2024 The process for 2023 is complete with a report tabling the disclosures of Councillors and designated persons presented to Council on 19 October 2023.</p>					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
Service level statements are developed for the organisation	Coordinator Strategy Development	01-Jul-2022	30-Jun-2030	Completed	100%
Comment: Workshops have taken place regarding the development of an Annual Works Program and Planning & Scheduling of works for each financial year. These programs will guide how best Council is able to undertake its work, and a level of service will be developed for discussion from this information. 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. Several Service Reviews are currently underway, development of CRM and completed Asset Management Plans all assist in informing service levels. Discussions are also underway with Service Delivery managers for the Delivery Program review and Operational Plan development for 2023-2024 with Service Statements discussed and amended where required.					
Review of asset depreciation rates and useful lives	Coordinator Strategy Development	01-Jul-2022	30-Jun-2026	In Progress	50%
Comment: Review complete. No changes to useful lives or depreciation rates this year.					
Complete stronger communities funded projects	Corporate Projects Officer	01-Jul-2022	30-Jun-2024	In Progress	5%
Comment: The first stage of this process is to formally 'close out' the existing projects on the list and report to the Office of Local Government. There is significant administration resource (time) required to undertake this work. This administration work has commenced.					
Investigate and model Special Rate Variation (SRV) scenarios	Coordinator Strategy Development	01-Jul-2022	30-Jun-2023	Completed	100%
Develop and implement a community education program to improve parking habits of motorists in the region	Coordinator Public Health and Environment	01-Jul-2022	25-Jan-2023	Completed	100%
Comment: Council continues to utilise educational material as part of its parking enforcement program. This includes social media posts on issues as they occur and the leaving of fliers on cars.					
Operate and maintain Councils fleet and plant program	Coordinator Plant and Fleet	01-Jul-2022	30-Jun-2026	In Progress	33%
Comment: Plant availability >92% Budget expenditure, General fund Admin 24% Operations 50% Income 54% Water 38% Sewer 51% Waste 27%					
Respond to straying stock matters and impound when required to ensure that our public roads are kept safe	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	60%
Comment: The Rangers have attended to 6 livestock related matters in December 2023 and January 2024. Note the increase in livestock getting out has been explained by fences being damaged by recent flash flooding.					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
Develop Long Term Financial Plans for the Water, Wastewater and Waste funds	Chief Finance Officer	01-Jul-2023	30-Jun-2025	In Progress	8%
Comment: Review of the forward budgets has just commenced with a zero based budgeting approach to determine operating costs and asset management information for what are adequate renewals of infrastructure. This will determine the revenue required to achieve a balanced position and hence the access charges that will need to be charged to achieve long term sustainability over the medium to long term.					
Collation and production of Ordinary and Extraordinary Council meeting business papers and accurate recording of resolutions	Executive Office	01-Jul-2023	30-Jun-2026	In Progress	32%
Comment: Business papers completed and published to Council webpage on 14 December 2023. Unconfirmed Minutes of Council meeting uploaded to Council webpage on 22 December 2023. There is no Ordinary Council Meeting held in January.					
Provide financial services to the organisation	Chief Fiance Officer	01-Jul-2022	30-Jun-2026	In Progress	40%
Comment: 30 June 2023 had \$65k compared to previously reported forecasts of approximately \$7m. This requires a significant rethink of the strategy on how and by when the target of \$5m will be achieved. Reaching \$5M in unrestricted needs a long-term strategy, and it will not be accomplished in a year. The setting of the 24/25 Forward Budget is the first step, which will be activity and zero based.					
Risk management practices are administered across the organisation	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: 24.01.2024 The services of a risk management consultant recommended by Council's public liability insurer firm have been engaged support the revitalisation of the enterprise risk management framework and associated training. The updated draft framework document is estimated for review in April 2024. A preliminary introduction by the consultant with the Executive Leadership Team is scheduled for 30 January 2024.					
Special Rate Variation	Chief Finance Officer	01-Jul-2023	30-Jun-2026	Completed	100%
Comment: 2023/2024 rating categories amended with inclusion of SRV percentage. Making of the rates report adopted by Council 29 June 2023					
Undertake companion animal management with the management of microchipping, registration and impoundment of dogs and cats to ensure compliance with the Companion Animals Act, 1998	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	60%
Comment: All restricted, dangerous and menacing dog enclosure assessments will be undertaken December 2023 through to February 2024. Additionally, all dog attacks were investigated and actioned in accordance with Council's Enforcement Policy. The Rangers have investigated 7 dog attacks in months of December 2023 and January 2024. This included inspecting enclosures for dog recently as dangerous / menacing.					

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
Provide LEMO support to the Local Emergency Management Committee	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: 24.01.2024 LEMO support is provided as needed. Most recently in the section 44 declared event in October 2023.					
Maintain a compliant Records Management System	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: 24.01.2024 Records management training modules are in development by the Records and Learning and Development teams. Internal resourcing availability may affect the roll out of the training program however it is estimated to be online by June 2024.					
Improve information on utilisation of plant and fleet	Coordinator Plant and Fleet	01-Jul-2023	30-Jun-2024	In Progress	50%
Comment: Actual utilisation provided to key managers quarterly. Telematics RFQ closed 19/1, submissions to review					
Facilitate Council's Audit and Risk and Improvement Committee (ARIC) meetings	Chief Strategy Officer	01-Jul-2022	30-Jun-2026	In Progress	25%
Comment: The December meeting was deferred due to the impact of the large change program currently underway not allowing sufficient time for staff to have responded to the reporting needs for ARIC.					
Improve organisational development across the organisation	Chief Workforce Officer	01-Jul-2022	30-Jun-2023	Completed	100%
Comment: Field Force Four reviews now have taken in large parts of Operations, Governance and Assets. This impacts well over 50% of the organisation and some progress has been made on implementation through Towards Excellence program now scheduled for 23-24 financial year. Implementation of frontline leadership has commenced with pilot with further program elements scheduled for 23-24. RFQ for other components of service review work through Towards Excellence is underway and a contractor is still TBC. Plan to undertake an IT service review in 23-24. Ongoing vacancies within organisational development roles has impacted ability to deliver on further work. Recruitment being undertaken to fill vacancy.					
Building Better Finance Environmental Loans	Chief Finance Officer	01-Jul-2023	30-Jun-2024	Completed	100%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
Comment: OBBF has been launched. A further note that BBF has lost its funding stream and has ceased trading.					
Maintain Council's Code of Conduct Complaint Register to ensure compliance and accurate reporting	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: 28.11.2023 Code of conduct complaints are managed in accordance with the procedures for the administration of the model code of conduct for local councils in NSW. The statutory reporting to Council and OLG was completed in December 2023 in accordance with legislative compliance. A meeting is scheduled on 2 February to map out a timeline to develop and disseminate code of Conduct training to all staff at induction and on a cyclic basis. While the availability of internal resources to complete the training roll out may impact on the schedule an estimated completion date 30 June 2024 for is currently on track.					
Donations and sponsorships are provided by Council to support activities throughout the region	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	50%
Comment: 24.01.2024 The 2023 Boco Rock Rock Community Enhancement Fund and Council's Donations and Sponsorship program have been completed with payments allocated to successful applicants. Advertising for the 2024 programs is in progress.					
Sale of land for unpaid rates	Chief Finance Officer	01-Jul-2023	30-Jun-2024	Not Started	0%
Comment: Process will start early 2024					
Capital works program - plant & vehicle capital replacement program	Coordinator Plant and Fleet	01-Jul-2022	30-Jun-2026	In Progress	39%
Comment: Identified capital replacements underway. 61 items actioned					
Financial Sustainability Review	Manager Finance	01-Jul-2022	30-Jun-2023	Completed	100%
Support the CEO, Mayor, Councillors and Executive in their day to day activities to meet community needs	Executive Office	01-Jul-2022	30-Jun-2026	In Progress	39%

Snowy Monaro Regional Council (SMRC)		2023/2024 DP			
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
Comment: December 2023 & January 2024 included; * Formal ELT Meetings * Councillor Briefing Session * Ordinary & Extraordinary Council Meeting * Meetings with community on various issues * Financial Working Group meetings * Official opening and community events * Induction of new CEO * Council wide End of Year Function (over 150 attendees)					
Develop a Compliance Register	Coordinator Governance	01-Jul-2023	30-Jun-2025	In Progress	5%
Comment: 24.01.2024 The compliance register will be developed following the completion of the policy framework. The estimated completion date is subject to the success of recruitment of a vacant position within the Governance team and resources diverted to the Towards Excellence program which at the time of reporting the exact resourcing requirements are not known.					
Develop a framework for policies and procedures to support the organisation	Coordinator Governance	01-Jul-2022	30-Jun-2024	In Progress	50%
Comment: 24.01.2024 A register of existing policies is in development. While the Towards Excellence program may divert resources from this undertaking it is expected that the estimated completion date of 30 June is still on track.					
Implement actions identified from Audit and Risk and Improvement Committee (ARIC) meetings	Chief Strategy Officer	01-Jul-2022	30-Jun-2026	In Progress	25%
Comment: All actions that can be completed have been. There are two items outstanding, which both are tied to a future ARIC meeting.					
Provide Workforce Management Services across the organisation	Chief Workforce Officer	01-Jul-2022	30-Jun-2026	In Progress	34%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
<p>Comment: Workforce metrics: * Leadership Development - Commencing in Oct 2023, over 80 leaders will participate in SMRC's Leadership & Culture program as part of the Towards Excellence Program * Performance reviews - In the 22-23 performance period, over 50% of staff participated in undertaking performance reviews. * Recruitment - In the previous 12 months, Workforce have received 109 requests for recruitment that have been approved. 57 of these have been finalised (52%), 46 are currently open (42%), and 6 have been placed on hold (5%). * New Staff Turnover - In the previous 12 months, 96 new staff have commenced with SMRC, with 82 remaining employed with SMRC in that same period (85%). 2 staff undertaking process management training. Appointment of Organisation Development Officer 28 August 2023. Learning and Development Officer commencing early September to commence work on this action. Business areas have reviewed vacancies. Civica now aligned with positions in the formal structure. CWO will monitor and update changes to structure as approved by CEO.</p> <p>Budget development process will be used to identify any further unfunded positions. Need to be vigilant and monitor constantly.</p> <p>All changes to the adopted structure are to be directed through ELT and communicated to consultative committee.</p>					
Council's Insurance policies are kept up to date, and relevant to the current state and needs of the organisation	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	50%
<p>Comment: 24.01.2024 Insurance policies have been renewed as scheduled in October 2023.</p>					
Undertake parking patrols to ensure compliance with the Road Rules, 2014	Coordinator Public Health and Environment	01-Jul-2022	30-Jun-2026	In Progress	60%
<p>Comment: Parking patrols continue the focus is on detecting dangerous driving habits.</p> <p>Additional parking patrols are being undertaken in the Cooma CBD due to complaints about drivers overstaying in the limited zones.</p>					
Government Information Public Access (GIPA) applications are processed in accordance with Council's Agency Information Guide and GIPA Act, 2009	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: 24.01.2024 An updated Agency Information Guide (AIG) has been reviewed and approved by the Information and Privacy Commission (IPC). The document is submitted to the 15 February 2024 council meeting for adoption. The AIG serves to inform internal and external customers of Council's obligations in the management of information requests. A meeting is scheduled on 2 February to map out a timeline to develop and disseminate GIPA training to all staff at induction and on a cyclic basis. While the availability of internal resources to complete the training roll out may impact on the schedule an estimated completion date of 30 June 2024 is currently in place.</p>					
Provide support and guidance to the organisation so that it can deliver a safe and healthy workplace	Chief Workforce Officer	01-Jul-2023	30-Jun-2026	In Progress	9%

Snowy Monaro Regional Council (SMRC) 2023/2024 DP

Strategy	Responsible Officer	Start Date	End Date	Status	% Complete
Goal : Our Leadership: That the community has confidence in leadership					
Outcome : Clear agreed standards are in place and applied about how public services are provided					
<p>Comment: WHS Metrics: * WHS Induction - 426 active employees issued WHS Induction. 345 completed (80%), 17 in progress (4%), 63 not yet started (15%). * Rolling loss time injuries frequency rate - LTIFR is currently 33, goal is to have this below 25. * Workplace Inspections - 17 Workplace Inspections completed to date in 23-24.</p>					
Implement Plans of Management (PoMs) for the Crown Reserves which Council is the identified Crown Land Manager	Coordinator Land and Property	01-Jul-2023	30-Jun-2024	In Progress	60%
<p>Comment: November 2023 - 100% of the Native Title Manager written advices has been achieved for all 74 reserve locations - this aspect is a key part of prescribed sequence of steps mandated by the State. A structured "by category" approach has been implemented. Six (6) Plans of Management will be delivered:</p> <ul style="list-style-type: none"> • Area of Cultural Significance Plan of Management • General Community Use Plan of Management • Natural Areas Plan of Management • Parks Plan of Management • Sportsgrounds Plan of Management • Caravan Parks Plan of Management 					
Maintain regulatory registers of Council decisions in accordance with relevant legislation	Executive Office	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: Registers updated with Council decisions after each meeting - Updated on 3 January 2024</p> <ul style="list-style-type: none"> • Planning register • Pecuniary interest register • Councillor meeting attendance • Councillor attendance via Zoom (if applicable) 					
Section 355 Advisory and Management Committees are managed and supported	Coordinator Governance	01-Jul-2022	30-Jun-2026	In Progress	39%
<p>Comment: 24.01.2024 A guideline for advisory and management committees is in the final stages of draft and will be presented to Councillors in a briefing session in February 2024. The document will then be subject to public consultation. During this period the committees will be contacted directly to ensure they have sight of the new guide, offer support and receive feedback on the new guide. Following the consultation period the guide will be submitted to Council for adoption.</p> <p>Minutes of committee meetings are provided to Council each month.</p>					
Outcome : Leadership is visible and accessible to our community					
Facilitate citizenship ceremonies	Executive Office	01-Jul-2023	30-Jun-2026	In Progress	20%

Snowy Monaro Regional Council (SMRC)		2023/2024 DP				
Strategy	Responsible Officer	Start Date	End Date	Status	% Complete	
Goal	: Our Leadership: That the community has confidence in leadership					
Outcome	: Leadership is visible and accessible to our community					
Comment:	Four Ceremonies to be held each year as per format below; 15 September 2023 January 2024 March 2024 June 2024					

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9.3.3 TERMS OF REFERENCE - AUDIT, RISK AND IMPROVEMENT COMMITTEE

Record No: I24/33

OFFICER'S RECOMMENDATION

That the terms of reference for the Audit, Risk and Improvement Committee be adopted.

ISSUES

The Office of Local Government has issued new guidelines for the operation of internal audit and risk committees. The framework developed includes a model terms of reference for the committee. Council must consider the model terms of reference before adopting their own terms of reference. They can be found here: <https://www.olg.nsw.gov.au/wp-content/uploads/2023/12/Guidelines-for-Risk-Management-and-Internal-Audit-updated-November-2023.pdf>

The model code is recommended, with only a few minor additions. Throughout the terms of reference the text in:

Black: Is the text from the model code, adjusted for the Council's name, positions, etc.

Red: Is optional information that can be changed by the Council to reflect the way the Council wishes to operate. Information in brackets and italics is note information that will be removed from the final terms of reference.

Green: Is the additional information added to supplement the model code.

The additional information added is as follows:

- 1) **Composition & tenure:** Information included on who undertakes the recruitment of members of the panel. This ensures consistency in process over time, improving the independence of the selection process.
- 2) **Administrative arrangements:** Included the requirement in the regulations that ARIC must meet in each quarter, to ensure this requirement is identified. This was not in the terms of reference recommended by ARIC, but has been added to improve housekeeping.

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

The method of current operations of ARIC and the proposed terms of reference represent a low risk.

FINANCIAL IMPACTS

Nil. The terms of reference retain the same number of independent members and meeting numbers as currently are undertaken.

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

Options within the model were considered to see if any change the current situation was

IMPLEMENTATION PLANS

The terms of reference will be advised to the committee members and relevant staff. The website will be updated with the new information.

Following adoption of the terms of reference work will commence on reviewing the internal audit charter.

EXISTING POLICY/DECISIONS

Council's existing charter is overdue for review. These reviews are scheduled to be undertaken every two years.

BACKGROUND

The NSW Government has been reviewing the operations of risk management and internal audit. Previously they had delivered a range of documents including model terms of reference for the committees in Council overseeing those roles.

There were several rounds of consultation with local government on what the framework and guidelines would look like.

When the guidelines were published they include reference to a model terms of reference for the committees to operate under. These were not mandated as there was a need to implement regulations to support the guidelines. Council's ARIC was already due to consider its committee charter. This was delayed to allow a transition from the existing committee charter to a terms of reference that did not conflict with the upcoming requirements from the NSW government.

While it was uncertain if anything would change as a result of the regulations, ARIC reviewed the (then) guidelines to have in place a recommendation for terms of reference, so that once the regulations were in place a new sets of terms of reference could be established.

The regulations were passed in November 2023.

In adopting terms of reference for the committee, the Council must first consider the model terms of reference.

ATTACHMENTS

1. Draft Terms of Reference



Terms of Reference

Audit Risk and Improvement Committee

Responsible portfolio	All	Document Register ID	250.2024.[document number].1
Policy owner	Coordinator Governance	Next Review Date	N/a
Date of Council Meeting	Date Approved/Reviewed	Resolution Number	Number
Date of ARIC Meeting	Date Approved/Reviewed	Resolution Number	Number
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 Local Government (General) regulation 2012 Guidelines for Risk Management and Internal Audit (s.23A)		
Aim	To establish the terms and references for the Audit, Risk and Improvement Committee (ARIC)		

1 Introduction

Snowy Monaro Regional Council has established an audit, risk and improvement committee in compliance with section 428A of the Local Government Act 1993, the Local Government (General) Regulation 2021 and the Departmental Chief Executive's Guidelines for risk management and internal audit for local government in NSW. These terms of reference set out the committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

2 Objective

The objective of Snowy Monaro Regional Council's audit, risk and improvement committee is to provide independent assurance to council by monitoring, reviewing and providing advice about the council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

3 Independence

The committee is to be independent to ensure it has no real or perceived bias or conflicts of interest that may interfere with its ability to act independently and to provide council with robust, objective and unbiased advice and assurance.

The committee is to have an advisory and assurance role only and is to exercise no administrative functions, delegated financial responsibilities or any management functions of the council. The committee will provide independent advice to the Council that is informed by the Council's internal audit and risk management activities and information and advice provided by staff, relevant external bodies and subject matter experts.

The committee must always ensure it maintains a direct reporting line to and from the Council's internal audit function and act as a mechanism for internal audit to report to the governing body and the Chief Executive Officer on matters affecting the performance of the internal audit function.

4 Authority

Council authorises the committee, for the purposes of exercising its responsibilities, to:

- access any information it needs from the Council
- use any Council resources it needs
- have direct and unrestricted access to the Chief Executive Officer and senior management of the Council
- seek the Chief Executive Officer's permission to meet with any other Council staff member or contractor
- discuss any matters with the external auditor or other external parties
- request the attendance of any employee at committee meetings, and
- obtain external legal or other professional advice in line with councils' procurement policies.
- Information and documents pertaining to the committee are confidential and are not to be made publicly available. The committee may only release Council information to external parties that are assisting the committee to fulfil its responsibilities with the approval of the Chief Executive Officer, except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention. *(Options: Amend if documentation is to be made available to the public.)*

5 Composition and tenure

The committee consists of an independent chair and three *(Options: Minimum of two required.)* independent members who have voting rights **and one non-voting councillor**, as required under the Local Government (General) Regulation 2021.

The selection and recommendation process will be undertaken as follows:

- In relation to chair, by the Mayor, Chief Executive Officer and the councillor member.
- In relation to the independent positions, by the Chair, Chief Executive Officer and the councillor member.

The governing body is to appoint the chair and members of the committee. Current committee members are:

Michael Quirk	Independent chair (voting)
Andrew Cox	Independent member (voting)
Kylie McRae	Independent member (voting)
Shannon Buckley	Independent member (voting)
Lynda Summers	Councillor member (non-voting)

All committee members must meet the independence and eligibility criteria prescribed in the Guidelines for risk management and internal audit for local government in NSW.

Members will be appointed for up to a four-year term. Members can be reappointed for one further term, but the total period of continuous membership cannot exceed eight years. This includes any term as chair of the committee. Members who have served an eight-year term (either as a member or as chair) must have a two-year break from serving on the committee before being appointed again. To preserve the committee's knowledge of the Council, ideally, no more than one member should retire from the committee because of rotation in any one year.

The terms and conditions of each member's appointment to the committee are to be set out in a letter of appointment. New members will be thoroughly inducted to their role and receive relevant information and briefings on their appointment to assist them to meet their responsibilities.

Prior to approving the reappointment or extension of the chair's or an independent member's term, the governing body is to undertake an assessment of the chair's or committee member's performance. Reappointment of the chair or a committee member is also to be subject to that person still meeting the independence and eligibility requirements.

Members of the committee must possess and maintain a broad range of skills, knowledge and experience relevant to the operations, governance and financial management of the Council, the environment in which the Council operates, and the contribution that the committee makes to the Council.

- At least one member of the committee must have accounting or related financial management experience with an understanding of accounting and auditing standards in a local government environment.
- At least one member of the committee must have internal audit or related audit experience with an understanding of internal auditing standards.
- At least one member of the committee must have risk management experience with an understanding of risk management standards.

All members should have sufficient understanding of the Council's financial reporting responsibilities to be able to contribute to the committee's consideration of the Council's annual financial statements.

6 Role

As required under section 428A of the Local Government Act 1993 (the Act), the role of the committee is to review and provide independent advice to the Council regarding the following aspects of the Council's operations:

- compliance
- risk management
- fraud control
- financial management
- governance
- implementation of the strategic plan, delivery program and strategies
- service reviews
- collection of performance measurement data by the Council, and
- internal audit.

The committee must also provide information to the Council for the purpose of improving the Council's performance of its functions.

The committee's specific audit, risk and improvement responsibilities under section 428A of the Act are outlined in Schedule 1 to this charter.

The committee will act as a forum for consideration of the Council's internal audit function and oversee its planning, monitoring and reporting to ensure it operates effectively.

The committee has no power to direct external audit or the way it is planned and undertaken but will act as a forum for the consideration of external audit findings.

The committee is directly responsible and accountable to the governing body for the exercise of its responsibilities. In carrying out its responsibilities, the committee must at all times recognise that primary responsibility for management of the Council rests with the governing body and the Chief Executive Officer.

The responsibilities of the committee may be revised or expanded in consultation with, or as requested by, the governing body from time to time.

7 Responsibilities of members

Independent members

The chair and members of the committee are expected to understand and observe the requirements of the Guidelines for risk management and internal audit for local government in NSW. Members are also expected to:

- make themselves available as required to attend and participate in meetings
- contribute the time needed to review and understand information provided to it
- apply good analytical skills, objectivity and judgement
- act in the best interests of the Council
- have the personal courage to raise and deal with tough issues, express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of inquiry
- maintain effective working relationships with the Council
- have strong leadership qualities (chair)
- lead effective committee meetings (chair), and
- oversee the Council's internal audit function (chair).

Councillor members (if applicable)

To preserve the independence of the committee, the councillor member of the committee is a non-voting member. Their role is to:

- relay to the committee any concerns the governing body may have regarding the Council and issues being considered by the committee
- provide insights into local issues and the strategic priorities of the Council that would add value to the committee's consideration of agenda items
- advise the governing body (as necessary) of the work of the committee and any issues arising from it, and
- assist the governing body to review the performance of the committee.

Issues or information the councillor member raises with or provides to the committee must relate to the matters listed in Schedule 1 and issues being considered by the committee.

The councillor member of the committee must conduct themselves in a non-partisan and professional manner. The councillor member of the committee must not engage in any conduct that seeks to politicise the activities of the committee or the internal audit function or that could be seen to do so.

If the councillor member of the committee engages in such conduct or in any other conduct that may bring the committee and its work into disrepute, the chair of the committee may recommend to the Council, that the councillor member be removed from membership of the committee. Where the Council does not agree to the committee chair's recommendation, the Council must give reasons for its decision in writing to the chair.

Conduct

Independent committee members are required to comply with the Council's code of conduct.

Complaints alleging breaches of the Council's code of conduct by an independent committee member are to be dealt with in accordance with the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW. The Chief Executive Officer must consult with the governing body before taking any disciplinary action against an independent committee member in response to a breach of the Council's code of conduct.

Conflicts of interest

Once a year, committee members must provide written declarations to the Council stating that they do not have any conflicts of interest that would preclude them from being members of the committee. Independent committee members are 'designated persons' for the purposes of the Council's code of conduct and must also complete and submit returns of their interests.

Committee members and observers must declare any pecuniary or non-pecuniary conflicts of interest they may have in a matter being considered at the meeting at the start of each meeting or as soon as they become aware of the conflict of interest. Where a committee member or observer declares a pecuniary or a significant non-pecuniary conflict of interest, they must remove themselves from committee deliberations on the issue. Details of conflicts of interest declared at meetings must be appropriately minuted.

Standards

Committee members are to conduct their work in accordance with the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and [any current Australian risk management standard](#), where applicable.

8 Work plans

The work of the committee is to be thoroughly planned and executed. The committee must develop a strategic work plan every four years to ensure that the matters listed in Schedule 1 are reviewed by the committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The committee may, in consultation with the governing body, vary the strategic work plan at any time to address new or emerging risks. The governing body may also, by resolution, request the committee to approve a variation to the strategic work plan. Any decision to vary the strategic work plan must be made by the committee.

The committee must also develop an annual work plan to guide its work, and the work of the internal audit function over the forward year.

The committee may, in consultation with the governing body, vary the annual work plan to address new or emerging risks. The governing body may also, by resolution, request the

committee to approve a variation to the annual work plan. Any decision to vary the annual work plan must be made by the committee.

When considering whether to vary the strategic or annual work plans, the committee must consider the impact of the variation on the internal audit function's existing workload and the completion of pre-existing priorities and activities identified under the work plan.

9 Assurance reporting

The committee must regularly report to the Council to ensure that it is kept informed of matters considered by the committee and any emerging issues that may influence the strategic direction of the Council or the achievement of the Council's goals and objectives.

The committee will provide an update to the governing body and the Chief Executive Officer of its activities and opinions after every committee meeting.

The committee will provide an annual assessment to the governing body and the Chief Executive Officer on the committee's work and its opinion on how the Council is performing.

The committee will provide a comprehensive assessment every council term of the matters listed in Schedule 1 to the governing body and the Chief Executive Officer.

The committee may at any time report to the governing body or the Chief Executive Officer on any other matter it deems of sufficient importance to warrant their attention. The mayor and the chair of the committee may also meet at any time to discuss issues relating to the work of the committee.

Should the governing body require additional information, a request for the information may be made to the chair by resolution. The chair is only required to provide the information requested by the governing body where the chair is satisfied that it is reasonably necessary for the governing body to receive the information for the purposes of performing its functions under the Local Government Act. Individual councillors are not entitled to request or receive information from the committee.

10 Administrative arrangements

The committee will meet at least 4 times per year, including a special meeting to review the council's financial statements. The Audit, Risk and Improvement Committee must meet at least once in each quarter.

The committee can hold additional meetings when significant unexpected issues arise, or if the chair is asked to hold an additional meeting by a committee member, the Chief Executive Officer or the governing body.

Committee meetings can be held in person, by telephone or videoconference. Proxies are not permitted to attend meetings if a committee member cannot attend.

A quorum will consist of a majority of independent voting members. Where the vote is tied, the chair has the casting vote.

The chair of the committee will decide the agenda for each committee meeting. Each committee meeting is to be minuted to preserve a record of the issues considered and the actions and decisions taken by the committee.

The Chief Executive Officer and the head of the internal audit function should attend committee meetings as non-voting observers. The external auditor (or their representative) is to be invited to each committee meeting as an independent observer. The chair can request the Council's Chief Finance Officer or equivalent, Coordinator Governance or equivalent, senior managers, any councillors, any employee/contractor of the council and any subject matter expert to attend committee meetings. Where requested to attend a meeting, persons must attend the meeting where possible and provide any information requested. Observers have no voting rights and can be excluded from a meeting by the chair at any time.

The committee can hold closed meetings whenever it needs to discuss confidential or sensitive issues with only voting members of the committee present.

The committee must meet separately with the Coordinator Governance and the Council's external auditor at least once each year.

Dispute resolution

Members of the committee and the Council's management should maintain an effective working relationship and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the committee and the Chief Executive Officer or other senior managers, the dispute is to be resolved by the governing body.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Departmental Chief Executive in writing.

Secretariat

The Chief Executive Officer will nominate a staff member to provide secretariat support to the committee. The secretariat will ensure the agenda for each meeting and supporting papers are circulated after approval from the chair at least **1 week** before the meeting and ensure that minutes of meetings are prepared and maintained. Minutes must be approved by the chair and circulated within **two weeks** of the meeting to each member.

Resignation and dismissal of members

Where the chair or a committee member is unable to complete their term or does not intend to seek reappointment after the expiry of their term, they should give **4 weeks** notice to the chair and the governing body prior to their resignation to allow the Council to ensure a smooth transition to a new chair or committee member.

The governing body can, by resolution, terminate the appointment of the chair or an independent committee member before the expiry of their term where that person has:

- breached the council's code of conduct

- performed unsatisfactorily or not to expectations
- declared, or is found to be in, a position of a conflict of interest which is unresolvable
- been declared bankrupt or found to be insolvent
- experienced an adverse change in business status
- been charged with a serious criminal offence
- been proven to be in serious breach of their obligations under any legislation, or
- experienced an adverse change in capacity or capability.

The position of a councillor member on the committee can be terminated at any time by the governing body by resolution.

Review arrangements

At least once every council term, the governing body must review or arrange for an external review of the effectiveness of the committee.

These terms of reference must be reviewed annually by the committee and once each council term by the governing body. Any substantive changes are to be approved by the governing body.

Review arrangements

At least once every council term, the governing body must review or arrange for an external review of the effectiveness of the committee.

These terms of reference must be reviewed annually by the committee and once each council term by the governing body. Any substantive changes are to be approved by the governing body.

11 Further information

For further information on Council's audit, risk and improvement committee, contact the Coordinator Governance on council@snowymonaro.nsw.gov.au or by phone 1300 345 345.

12 Related Documents

This procedure should be read in conjunction with the following documents:

Documentation

Snowy Monaro Regional Council's Code of Conduct

Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.

9.3.4 SERVER ROOM POWER SUPPLY UPGRADE

Record No: I24/38

OFFICER'S RECOMMENDATION

That Council provide for a budget of \$11,584 towards upgrades of the server room electrical systems to be funded by a grant contribution.

ISSUES

The server room power supply has limited capacity with the current circuits now reaching max load during power outage and UPS recharge events. The last circuit overload resulted in an ICT system outage of 10 hours.

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	Medium	Low	Yes
Service Delivery	High	Low	Yes

The current power supply issue increases the risk of reputation damage as system outages result in service delivery impacts.

FINANCIAL IMPACTS

	Amount	Details
Current Annualised Net Cost		
Estimated Annualised Net Cost		
Capital Investment	\$11,584	Capital Building Improvement
Capital Funding Source	\$11,584	CivicRisk Mutual Risk Enhance Funding Grant

The cost of the unplanned electrical supply upgrade to the server room in the Cooma office will be offset by a CivicaRisk Mutual Risk Enhance Funding Grant. Net impact on budget is anticipated to be \$0.

RESPONSIBLE OFFICER: Chief Strategy Officer

OPTIONS CONSIDERED

The upgrade will form part of the electricity supply upgrade to the Cooma office main distribution board, which was identified as a risk during a NSW Workcover inspection.

No other options have been considered as the risk impacts are not considered acceptable.

IMPLEMENTATION PLANS

Works will be undertaken in conjunction with other electrical works to be carried out on the building. A generator will be sourced being sourced for final cutover to minimise the impact on operations.

ATTACHMENTS

Nil

9.3.5 AMENDMENT TO DONATIONS AND SPONSORSHIP POLICY

Record No: I24/39

OFFICER’S RECOMMENDATION

That Council:

- A) Include provision within the donations and sponsorship policy for the traffic management services fees payable to Council for ANZAC day celebrations to be an approved recurrent donation.
- B) Transfer \$5,000 from the executive services budget to the donations and sponsorship budget to cover the estimated cost of the traffic management services for 2024 Anzac Day events.
- C) Approve change to section 3.4, Payment of Rates for Community Halls, to allow council to make direct rate payments to groups covered by that clause instead of the current reimbursement process.

ISSUES

Council has been asked by the organisers of Anzac Day events to waive fees for traffic management services. This would fall under the definition of donations and sponsorship within the *Local Government Act*. This activity is not contained in the current policy or budget and due to this the support for the event has to be determined each year by the Council. Unless the organisers make a submission into the open rounds for requesting the support they are not entitled to support. This does not appear to have been advised to the event organisers.

It is considered that this type of event that occurs every year can, and should be, more effectively be managed under the recurring donations process rather than requiring the organisers to make applications each year.

While making this change the opportunity is also being taken to streamline another of the donation processes. An amendment to the administration of rates payments set out in section 3.4 is designed to reduce unnecessary work for community groups and council staff by replacing reimbursement processes with direct payment by Council, to itself effectively, for rates charges. This reduces the administrative burden while providing the same benefits to the community groups.

RISK ASSESSMENT

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

The recommendation is structured to remain within the current overall budgets and represents no significant risks of any kind in operating in this changed way.

FINANCIAL IMPACTS

The donations and sponsorship program is within allocated budget. Funds to support an increase in recurring donations is proposed to be offset for the 2024 program from a specific 2024/25 allocation in the within the Executive Office budget. Recurring funding in subsequent years would then come from the overall donations and sponsorship budget set for that year, as per the policy and Council's decisions.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

That Council stop covering the traffic management costs of these community events: These events are a recognition of the sacrifices members of the community have made for the broader community. It was not considered appropriate that the various veteran organisations be required to fund raise towards these events, which are instead for the community to recognise their bravery and sacrifice.

IMPLEMENTATION PLANS

Following determination by Council the decision will be communicated to event organisers and, if applicable, service fee waivers applied.

EXISTING POLICY/DECISIONS

- In 2018 a new approach was adopted to donations and sponsorship with regular annual contributions identified in an adopted policy. ANZAC day celebration support was excluded from that policy and determined to be separately dealt with.
- In 2019 it was identified that no separate provision had been made for the support in the budget. It was stated that the situation would be reviewed before the 2020 events. No record of that review occurring at Council has been found.
- Council adopted latest iteration of the [donations and sponsorships policy](#) on 17 March 2022. It was only following this that it was identified that the ANZAC day events were still under a separate system and a decision was made to rectify the situation.

BACKGROUND

Council adopted a donations and sponsorship policy on 17 March 2022. The program consists of a round of annual donations subject to application approval and recurring donations.

Recurring donations are specified in the policy and do not require annual application.

9.3.5 AMENDMENT TO DONATIONS AND SPONSORSHIP POLICY

All other requests for donations are required to apply for funding in a competitive round that is determined by the councillors. When questions were raised about where the support for the ANSAC day events were being funded from the background was investigated, as the way the current policy is worded does not allow for this separate process of support. This highlighted that the current process was flawed. Tracking back through the history showed that prior to 2018 the organisers had to make applications each year, which in turn had to be approved by the Council. In the years since this has led to no individual budgets being allowed for the events and an inconsistent approach to how the donations were approved. While this issue was supposed to be reviewed and dealt with, that review was never undertaken.

The proposed change to administration in rates payments on certain halls is designed to remove an unnecessary administrative burden for community groups to return Council issued rates notices that Council then reimburses the community group for. The new process allows Council to pay the rates directly removing any impost on community groups and reduced administration for Council staff.

ATTACHMENTS

Nil

9.3.6 AMENDMENT TO COUNCIL MEETING SCHEDULE 2024

Record No: I24/40

OFFICER'S RECOMMENDATION

That Council;

- A. Approve no ordinary council meeting being held in September 2024
- B. Approve the ordinary council meetings in October, November and December 2024 be rescheduled to occur on the second Thursday of each month
- C. Hold extraordinary council meetings commencing at 1pm on 2 May 2024 and 27 June 2024 for the purpose of considering Council' integrated planning and reporting documents.

ISSUES

Ordinary Meetings

This report proposes that the ordinary council meeting in September is omitted from the schedule to allow for the impacts of the 2024 Council elections. The election will be held on 14 September 2024. The NSW Electoral Office has advised:

the close of receipt of completed postal votes is 13 days after election day. That means postal votes can be received by the NSW Electoral Commission up to 6pm on Friday, 27 September 2024. Final counts and distributions of preferences will commence on Monday, 30 September, with the election results in each area progressively announced from Monday, 30 September to Wednesday, 2 October 2024.

Candidates have 24 hours after results are announced to lodge a request for a recount, should they wish to do so. Unless a recount request is under consideration or a recount is to be conducted, results will be declared by the returning officers as soon as practical after the recount deadlines pass, from Tuesday, 1 October to Thursday, 3 October 2024.

An election for a mayor or for councillors is only complete once results have been officially declared. Official results will be published on the Electoral Commission's website immediately following each declaration and a copy will be provided to each council's general manager.

Based on this information the Council membership will not be in place until October.

In the lead up to the election the Council will be in caretaker mode. Caretaker mode will be in place from Friday, 16 August to Friday, 13 September 2024 (inclusive). The regulated period for electoral material will commence on 05 August 2024. Councils need to be cautious that they do not inadvertently create electoral material during this period and it is considered good governance to minimise the decision making during the period immediately prior to an election, which may be seen to be used to influence votes.

To reduce the gap between meetings the ordinary council meetings are proposed to occur in the second week of each month in October, November and December in 2024. While the new Council's governing body can reset those dates, this will provide for some certainty in forward planning while the new council is determining the best date and time to meet if needed. These

dates will also assist in the process of getting the new governing body through the integrated planning processes that they need to undertake.

The impact on service delivery are likely to be confined to monthly reporting information closing off at a date within the month rather than close to the end of month between October and December.

Extraordinary meetings

The integrated planning and reporting (IPR) suite of plans is a statutory requirement under the *Local Government Act 1993*, and the development of these plans is a significant body of work each year.

Finalisation of the budget, draft revised Delivery Program 2022-2026, draft Operational Plan 2024-2025, draft Revenue Policy 2024-2025, draft Fees and Charges 2024-2025, and revised long term financial plan will be difficult to align to our standard ordinary council meeting dates. In addition to these annual tasks, council is undertaking the "Towards Excellence Program", which includes a new approach to our budget preparation and planning our annual works, meaning officers will require additional time to develop significant levels of new information to support the new way of working.

Scheduling an extraordinary meeting on 2 May 2024 will allow for an additional two weeks for workshops with councillors and plan preparation prior to Council's consideration for placing documents on public exhibition for 28 days. This means that the public exhibition period will run **from 6 May to 3 June 2024**. As a consequence, the review and consideration of submissions, additional workshop with councillors and post-exhibition report to Council will not be ready for the 20 June 2024 Council meeting's report generation deadlines; thus, an extraordinary Council meeting is required to be held on 27 June 2022.

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
Service Delivery	Low	Low	Yes

The proposed changes do not present a risk to Council's compliance with the requirements of council meetings and integrated planning and reporting.

FINANCIAL IMPACTS

The proposed changes do not have foreseeable operational services budget impact.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

Hold the meeting in September: While the meeting will be held it would be expected that the items going to that meeting would be limited to ensure that they do not conflict with the election campaigns of nominees to the election.

Retain the meeting from October to December on the third Thursday: there would be an increased period where the councillors are not in place and changed timetables for progressing the development of the new governing bodies priorities into the integrated plans.

IMPLEMENTATION PLANS

Following Council's decision the meeting schedule for 2024 will be advertised and placed on Council's website.

EXISTING POLICY/DECISIONS

Council adopted a [code of meeting practice](#) on 16 June 2022. The policy sets out Council's requirements for meetings.

[Council's integrated planning and reporting documents](#)

[Clause 393B of the Local Government \(General\) Regulation 2005](#) sets out the provisions of the caretaker period.

[Division 9A of Part 11 of the Local Government \(General\) Regulation 2005](#) sets out the rules relating to electoral material for local government elections.

ATTACHMENTS

Nil

9.3.7 COOMA OPEN SPACES AND RECREATIONAL FACILITIES ADVISORY COMMITTEE CHARTER

Record No: 124/45

OFFICER'S RECOMMENDATION

That Council:

- A. Adopt the Cooma Open Space and Recreational Facilities Advisory Committee Charter; and
- B. Nominate a councillor representative.

ISSUES

On 18 May 2023 a resolution was carried that Council establish an advisory committee for open spaces and recreational facilities in the Cooma township.

The charter for the committee operating as an advisory committee under the conditions of section 355 of the *Local Government Act* has been developed and presented to Council for adoption.

The charter details the roles and responsibility of the committee.

A councillor representative is required on this committee.

RISK ASSESSMENT

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

There are no foreseeable risks in establishing the committee under the conditions of the charter.

FINANCIAL IMPACTS

Support for the committees operating in accordance with the charter is contained within council's operational budget.

RESPONSIBLE OFFICER: Coordinator Governance

OPTIONS CONSIDERED

An alternative to establishing a section 355 committee is to invite interested parties to participate in public consultation when developing programs under the Recreation and Open Spaces Strategy.

IMPLEMENTATION PLANS

Following Council's decision nomination to the committee will be advertised and nominations presented to council for approval.

Council provides support for these committees through the receipt of committee minutes and correspondence. Council officers provide technical advice and support as required.

EXISTING POLICY/DECISIONS

Council resolution of 18 May 2023 to establish the committee.

Section 355 of the *Local Government Act*.

Committee members are required to adhere to Council's Code of Conduct and relevant policies.

Adoption of the new charter will supersede any previous charters, legacy agreements and practices associated with the recreational facilities in the Cooma township.

BACKGROUND

The committee will assist Council to remain attuned to the needs and preferences of the community regarding the open spaces and recreational facilities in the Cooma township. The Committee will offer suggestion on the delivery of action items within the Recreation and Open Spaces Strategy, and provide preference on the service levels of the Recreation Facilities to be taken back to Council. The Committee will provide feedback on the development of asset management plans and recreational facility plans. The Committee is to provide feedback, suggestion and advice on all facilities, parks, sportsgrounds and ovals in an equitable and objective manner to best suit the Cooma Community.

ATTACHMENTS

1. Cooma Open Spaces and Recreational Facilities Advisory Committee Charter
-



Cooma Open Space and Recreational Facilities

Advisory Committee | Charter

Record of versions

Version	Date Published	Reason for Amendments	Resolution	Author or Document Owner
1		New Document		Facilities / Civic Maintenance TBC

SNOWY MONARO REGIONAL COUNCIL

Document Name | Sub Heading

Contents

1 Purpose of this Charter	4
2 Role of the Committee	4
3 Power of the Committee	4
4 Structure and Composition of the Committee	5
5 Appointment of the Committee	5
5.1 Attendance	5
5.2 Vacancies	5
6 Principal Office Bearers	6
6.1 Chairperson	6
6.2 Secretary	6
7 Meetings	6
8 Quorum	6
9 Review and Assessment of the Committee	6

1 Purpose of this Charter

The committee charter sets out the membership, responsibilities, authority and operations of the Cooma Open Space and Recreational Facilities (the Committee). This charter should be read in conjunction with other Council procedures for managing committees.

2 Role of the Committee

The committee will assist Council to remain attuned to the needs and preferences of the community regarding the open spaces and recreational facilities in the Cooma township. The Committee will offer suggestion on the delivery of action items within the Recreation and Open Spaces Strategy, and provide preference on the service levels of the Recreation Facilities to be taken back to Council. The Committee will provide feedback on the development of asset management plans and recreational facility plans. The Committee is to provide feedback, suggestion and advice on all facilities, parks, sportsgrounds and ovals in an equitable and objective manner to best suit the Cooma Community.

The facilities include, and are limited to:

Facility	Location	Land Owners	Use
Cooma Showground	Lot 139 DP 750535	Crown	
Nijong Oval	Lot 339 DP 750535	Crown	
Snowy Oval	Lot 2 DP 547586	Crown	
Rotary oval	Lot 5 DP 38292	Crown	
Centennial Park	Lot 701 DP 1023496	Crown	
Mt Gladstone reserve	Lot 7004 DP1001505	Crown	
Lions Park Yallakool RD	Lot 21 DP619049	Council	

3 Power of the Committee

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

The power of the committee is in an advisory capacity. 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 will exercise this power by considering any matter relating to its purposes in a formal meeting and making formal recommendations to Council.

Day to day operations and expenditure are managed through the delivery plans adopted by Council each term and operational plans adopted each year. The Committee may provide input into proposed management plans and grant funding opportunities for Council's consideration.

SNOWY MONARO REGIONAL COUNCIL

Document Name | Sub Heading

4 Structure and Composition of the Committee

The Committee shall consist of a minimum of five (5) members and a maximum of eight (9). Equal representation is to be given to community groups / identified user groups for voting purposes, as such the Committee shall be made up of:

- *One Councillor representative*
- *One representative from each of :*
 - *Cooma Stallions/ colts*
 - *Cooma Red Devils*
 - *Cooma Tigers Soccer Club*
 - *Cooma Lions Club*
 - *Cooma Rotary Club*
 - *Cooma Little Athletics/ Cooma Cats*
 - *Cooma Show society/ Monaro Equestrian Association*
 - *Monaro District Cricket Association*
 - *Snowy Mountains Mountain Bike club*

Council Staff may attend meetings, by invitation from the committee, to provide advice and direction to the Committee. Staff who provide advice and direction to the committee do so as an extension of their role. Staff cannot be included as voting members of the committee, fulfil administrative support or chairing duties.

5 Appointment of the Committee

To hold office and provide advice to Council, Committee members are appointed by resolution of the Council before being able to vote or take part in meetings of the Committee.

Appointment for those community groups / identified user groups will be by adoption of this charter. Members representing an interest group (as listed above) are appointed by delegation through their membership, in an ex-officio role.

The term of membership on the Committee shall be for the Council term. Throughout the term, the composition and function of the committee may be reviewed and a recommendation made to Council as required.

5.1 Attendance

Committee members are expected to attend all committee meetings. In the event a member is unable to attend a meeting the secretary must be notified of their apology.

Where a member fails to attend three consecutive meetings without submitting an apology, or advising of an extended absence (leave of absence) they will forfeit their membership on the committee. The Committee are to notify council of a forfeited membership.

Members may attend meetings via audio-visual means. Notice should be given to the secretary a minimum of three working days prior to the meeting.

5.2 Vacancies

Vacancies of community members may be filled by resolution of the Council and the term of any substitute member appointed shall be the same term as that of the member whose position has been vacated or forfeited.

6 Principal Office Bearers

At its inaugural meeting the Committee will elect, from its membership, its principal office bearers. And there after annually at its AGM. Staff members attend meetings in an advisory role only, and cannot be appointed to an office bearer's position.

6.1 Chairperson

The Committee shall be chaired by the appointed Councillor or their alternate.

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

The role of the chairperson is to preside over the meetings, and assist Committee members by providing direction, forward planning, and co-ordinate with the Committee secretary.

6.2 Secretary

The Committee shall provide Secretariat support for all meetings. The Secretary shall:

- Keep a record (minutes) of all proceedings of the committee
- Maintain and file all committee records
- Prepare all agendas, minutes and any reports.
- Make all records available to members upon request
- Provide members with notice of meetings
- Book facilities for meetings
- Conduct general correspondence of the committee (committee emails are a council record and should be filed appropriately)
- Ensure the confirmed meeting minutes are forwarded to council within a timely manner.

7 Meetings

Meetings will be held quarterly and at other times at the discretion of the chairperson or the recommendations of the Committee.

The Committee will determine the meeting dates and times at its inaugural meeting and forward to Council for information. Meetings are to be held in the Vin Good room, Cooma Library.

Committee meetings are not to be held on private property.

8 Quorum

A meeting must have a quorum of five members.

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

9 Review and Assessment of the Committee

Where required, council staff will prepare a brief annual report for Council summarising the performance and achievements of the committee.

This Charter will be reviewed once during the term of the committee, or at the request of the committee or council.

9.3.8 FINANCIAL SUSTAINABILITY RECOMMENDATIONS - PROGRESS UPDATE

Record No: I24/63

OFFICER'S RECOMMENDATION

That Council note Financial Sustainability Recommendations - Progress Update.

This is an information only report.

EXECUTIVE SUMMARY

In an environment of significant reform the organisation still has completed a good portion of the recommendations. Many of those not yet completed are on track. A large portion of the actions delayed are done so consciously as part of our priority setting that will give a better overall outcome or are caused by factors the Council cannot control.

Council has embarked on a significantly larger improvement program than expected when it set the targets for these recommendations. We have taken on creating a substantial change in the way of working through our Towards Excellence program, will benefit the community. Many of the budget related recommendations showing as behind target will come out of the work being done under this Towards Excellence project. While it changes the timing, the recommendations will still be met and a range of additional and significant improvements will also have been implemented. The additional work will enhance the way in which the adopted recommendations are put into place and the benefits realised.

Some of the actions currently showing as red will start to improve against the targets. Once the NSW Government determines what they funding under the SAP, the process of lobbying for a change to the rate peg methodology can restart. Conducting a strategic review of the services provided will come back towards its target date once an activity based budget has been developed, which will determine what levels of services are reasonably achievable. Development of revised long term financial plans for water and wastewater will also speed up as the Towards Excellence works starts to unfold over the coming months.

Resourcing has needed to be prioritised to more important actions and that has impacted some planned works. The intense workload coming from the divestment of the residential aged care has delayed actions reliant on the same Workforce personnel. Gathering the information from staff to create an annual work plan, to move from reactive responses to planned work, has meant activities looking to rationalise buildings and locations has become a lower priority. Resources diverted into addressing the concerns from the SAP development, and the impact the pause on that project while the NSW Government revised its funding, has drawn resources away from developing economic development strategies or moving forward on recommendations that relied on certainty from the NSW Government over what is going to happen under the SAP.

RESPONSIBLE OFFICER: Chief Strategy Officer

ATTACHMENTS

1. Financial Sustainability Review Update



Action and Task Progress Report- Standard

Snowy Monaro Regional Council (SMRC)

camms**strategy**

Print Date: 31-Jan-2024

OVERVIEW

OP ACTION SUMMARY

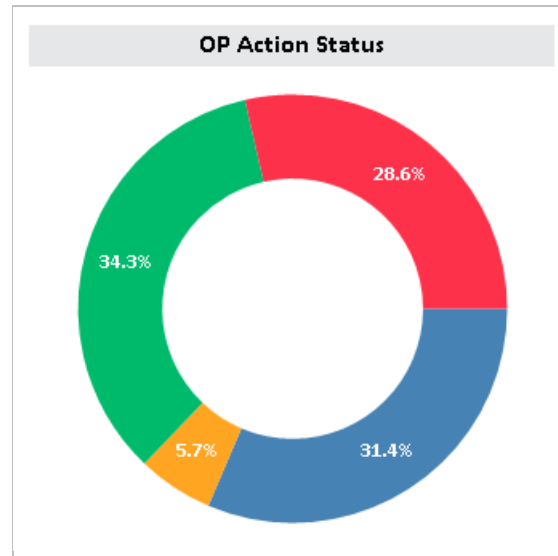
By Performance

12 On Track

10 Off Track

2 Monitor

11 Not Applicable



OP ACTION PLANS



GREEN

At least 90% of op action target achieved



AMBER

Between 70% and 90% of op action target achieved



RED

Less than 70% of op action target achieved



No target set


* Dates have been revised from the Original dates

1 Financial Sustainability Review


1.1 Improve the Operating Position

1.1.1 Increase generation of revenue


OP Action Title: 13.2.35.1 Special Rate Variation (SRV) - implementation

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	Completed	01-Jul-2023	31-Jul-2023	100%	100.00%	 GREEN
OP Action Progress Comments: Project complete						
<i>Last Updated: 25-Aug-2023</i>						

OP Action Title: 13.2.7.2 Review fees and charges pricing and ensure they reflect full cost price for services


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	30-Dec-2022	30-Jun-2024	50%	20.00%	 GREEN
OP Action Progress Comments: Improved budget setting processes for business units will allow more accurate costs for service delivery to be captured and used as the basis for determining the required level of income to provide the service. Particular attention is required in the Waste Fund as demonstrated by the LTFP.						
Due date has been revised to June 2024 to align with the process of completing the activity based costing budgets to support the cost of providing the services attached to the fees.						
<i>Last Updated: 30-Jan-2024</i>						

OP Action Title: 14.2.3.1 Lobby for SAP Growth factor in rate peg cap

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	In Progress	30-Dec-2022	15-Dec-2023	25%	100.00%	 RED
OP Action Progress Comments: Once projects list from the state are re-prioritised work on understanding implications for Council can be undertaken and this will feed into the needs for lobbying the state regarding rate peg caps. Expecting an announcement of reprioritised SAP projects from the state in February once the planning documents complete exhibition.						
<i>Last Updated: 23-Jan-2024</i>						

1.1.2 Decrease operating costs

OP Action Title: 13.2.26.1 Conduct a strategic review of services and service levels (FSR)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	01-Jul-2023	30-Jun-2024	60%	80.00%	 AMBER

OP Action Progress Comments: Workshops are being held with the councillors on the strategic factors that are important to the governing body. This information will be linked to the outcomes of the Towards Excellence program, which will be looking at what we currently do and the costs of providing those services. Combined, these sources of information will guide the discussions with the community on the services and service levels to be provided.

Last Updated: 30-Jan-2024


OP Action Title: 15.2.1.4 Establish a productivity and efficiency target of \$1.0 million

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	Completed	01-Jul-2022	30-Jun-2023	100%	-	-

OP Action Progress Comments: KPI included in the Delivery Plan for 23-34 year onwards.

Last Updated: 14-Aug-2023

OP Action Title: 2.1.5.1 Divestment of Residential Aged Care

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Services	In Progress	01-Jul-2023	30-Jun-2024	41%	59.00%	


OP Action Progress Comments: The discussion with Respect in regarding to the divestment of aged care continues with no further updates available.

At the November 2023 Council Meeting the decision to close Snowy River Hostel by 28 March 2024 was made with an alternate motion around future use.

Last Updated: 30-Nov-2023

1.1.3 Develop the demand management approach in service planning


OP Action Title: 13.2.27.4 The Information and Communication Technology service review is undertaken

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Not Started	01-Jul-2023	30-Jun-2024	0%	20.00%	

OP Action Progress Comments: The timing of this action will align with the work being undertaken through the Towards Excellence project. This will allow for the development of a strategic roadmap that is based upon what is identified as required through the development of a new way of working.

Last Updated: 30-Jan-2024


OP Action Title: 13.2.7.8 Development and implementation of grant funding policy and procedures with inclusion into the project management framework

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Chief Financial Officer	In Progress	01-Jul-2023	30-Jun-2024	54%	59.00%	 GREEN

OP Action Progress Comments: The grants register has been assigned to a member of finance who will be updating this monthly.
Last Updated: 25-Jan-2024


1.1.4 Improve governance and financial controls

OP Action Title: 13.2.7.3 Review of budget methodology with move towards activity based budgeting (FSR)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	Completed	02-Jan-2023	29-Feb-2024	100%	100.00%	 GREEN

OP Action Progress Comments: Significant improvements are planned in the upcoming forward budget review. The CEO has provided his budget vision with principles with the objective of moving towards financial sustainability. Managers are identifying their services and activities and doing a zero based work up at a lower level of detail than previously and this will be in conjunction with their annual service plans as part of the Towards Excellence Program.
Last Updated: 25-Jan-2024

OP Action Title: 15.1.3.1 Update integrated strategic planning documents and other adopted plans when material decisions are made that impact on the respective plans

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	Completed	22-Aug-2023	30-Jun-2024	100%	59.00%	 GREEN

OP Action Progress Comments: This task is will be a linked process to our already documented processes for the development of our IPR plans.
Last Updated: 23-Jan-2024

1.2 Improve the Availability of Cash

1.2.1 Budget for and maintain an unconstrained cash reserve of at least \$5 million as a contingency for unplanned asset renewals/replacements

OP Action Title: 13.2.7.4 Minimise financial risks by maintaining sufficient available cash

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Chief Financial Officer	Completed	02-Jan-2023	30-Jun-2023	100%	-	-

OP Action Progress Comments: Policy and process has been developed, adopted and implemented to ensure appropriate levels of cash are maintained. Reports are being developed to ensure Council is informed of levels of cash on an ongoing basis.

Last Updated: 20-Feb-2023

1.2.2 Review internally restricted cash

OP Action Title: 13.2.7.5 Review internally restricted cash


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Chief Financial Officer	Completed	02-Jan-2023	30-Jun-2023	100%	-	-

OP Action Progress Comments: Processes are in place to ensure Council cash is monitored, reviewed and reported on in a timely manner.

Last Updated: 20-Feb-2023

1.2.4 Consider a borrowings program to invest in required upgrades and enhancements

OP Action Title: 13.2.38.1 Develop Long Term Financial Plans for the Water, Wastewater and Waste funds

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2023	30-Jun-2024	22%	59.00%	 RED

OP Action Progress Comments: The upcoming forward budget process will determine with greater accuracy the cost to operate and maintain the services within each fund. Capital needs will also be based on improved asset management information. A clearer picture then will be available of the level of revenue required to achieve a sustainable position and, from that, a medium to long term revenue strategy can be employed to charge users their access fees and assess cash needs.

Last Updated: 30-Jan-2024

1.3 Improve Investment in Assets

1.3.1 Enhance the capability and effectiveness of asset management


OP Action Title: 13.2.22.1 Asset Management Plans are reviewed

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	In Progress	01-Mar-2023	30-Jun-2030	10%	-	-

OP Action Progress Comments: For the 23-24 financial year, planning for the next review of the Asset Management Plans is currently underway. Meetings with responsible asset managers within the operational portfolio have been scheduled commencing in February 2024. Improvement initiatives identified with the Asset Service Review and Council's Financial Sustainability review will be a focus, ensuring that the maturation of our Asset management Plans is improving.

Last Updated: 23-Jan-2024

OP Action Title: 13.2.22.2 Improve the strategic and technical asset management capability

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	01-Mar-2023	30-Jun-2028	60%	50.00%	 GREEN

OP Action Progress Comments: The drafting of a position description for an Assets Engineer specialising in pavement management is almost complete. Further review is underway to determine asset team structure based on knowledge and asset data gaps and this may impact on the approach taken.

Last Updated: 30-Jan-2024


OP Action Title: 13.2.22.4 Prepare an asset management strategy

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	Completed	01-Jul-2022	30-Jun-2023	100%	-	-

OP Action Progress Comments: Consultancy engaged and asset strategy developed and adopted by Council.

Last Updated: 14-Aug-2023

OP Action Title: 13.2.25.6 Establish a training and development program aimed at improving the leadership and management of assets (Asset Management Plan Action #7)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Not Started	01-Jul-2023	31-Dec-2023	0%	100.00%	 RED


OP Action Progress Comments: This project has been deferred due to the high impact the Towards Excellence project and the aged care divestment process has had on the available resourcing, both within Workforce to develop the training and amongst those who will need to be trained. Aspects of the desired outcomes will be achieved through the changed ways of working, which in the infrastructure areas are focused on a greater utilisation of asset management techniques. Because of this staff are being exposed to improved practices and techniques.

Last Updated: 30-Jan-2024

OP Action Title: 13.2.27.1 Assets service review is undertaken

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Completed	01-Jul-2022	30-Jun-2023	100%	-	-
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: 13.2.29.2 Develop a program to improve the quality of asset condition data (Asset Management Strategy Action #14)


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	In Progress	01-Jul-2023	30-Jun-2024	45%	59.00%	 AMBER
OP Action Progress Comments: Discussion of footpath inspection program with operations team to commence shortly. Awaiting confirmation of meeting date. Further work needs to done to ensure all asset classes have a documented program and working procedures completed collaboratively with the operations team to ensure continuous and accurate data capture. <i>Last Updated: 23-Jan-2024</i>						

1.3.2 Improve the integration of asset planning with the strategic service planning

OP Action Title: 13.2.22.7 Improve the integration of asset planning with the strategic service planning


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Strategy Development	In Progress	01-Jul-2023	30-Jun-2024	55%	59.00%	 GREEN
OP Action Progress Comments: Improved stakeholder negotiations in a number of service areas across council has been undertaken. One area of note is the development of a new VPA Policy and Local Infrastructure Contributions Plan which strategically manages future infrastructure growth to assets identified as needed, or renewed through our adopted strategies. Another area is the recently adopted s.64 Development Servicing Plan with an appendix for capital renewal, also based on growth scenarios for out towns and villages with reticulated water and sewer services. <i>Last Updated: 23-Jan-2024</i>						

OP Action Title: 13.2.29.1 Establish an Assets Advisory Group (Assets Management Strategy Action #4)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2023	31-Dec-2023	100%	100.00%	 GREEN
OP Action Progress Comments: Inaugural meeting held on 16 October. Next meeting scheduled for 8 December <i>Last Updated: 27-Oct-2023</i>						

1.3.3 Explore opportunities to rationalise the land and facilitates assets that are used to deliver Council’s services

OP Action Title: 13.2.22.3 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	31-Jan-2025	10%	40.00%	 RED

OP Action Progress Comments: Limited information has been provided back on the majority of the building assets. Additional work will now need to be undertaken to investigate the use of the various buildings to determine their usage.

The completion date has needed to be changed to January 2025 reflecting diversion of resources to resolutions of the governing body and lack of provided information meaning that staff cannot provide it due to the additional commitments within the Towards Excellence project.

Last Updated: 30-Jan-2024

1.3.4 Undertake community engagement to establish and agree on service levels

OP Action Title: 13.2.24.1 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	30%	-	-


OP Action Progress Comments: Annual Works Program development through Standard Estimates is progressing. Expectation is that unconstrained AWP will be developed in the new year, for SLA's to be built after budget and resource restrictions are well understood.

Last Updated: 30-Jan-2024

1.4 Enhance the Strategic Service Planning

1.4.1 Develop a strategic service planning framework

OP Action Title: 13.2.34.2 Develop a strategic service planning framework

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	In Progress	02-Jan-2023	22-Mar-2024	90%	100.00%	 GREEN


OP Action Progress Comments: Report going to February Council meeting.

Last Updated: 24-Jan-2024

1.5 Enhance productivity and efficiency of services

1.5.1 Review the efficiency and effectiveness of current corporate overhead functions

OP Action Title: 13.2.27.4 The Information and Communication Technology service review is undertaken


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Not Started	01-Jul-2023	30-Jun-2024	0%	20.00%	 RED

OP Action Progress Comments: The timing of this action will align with the work being undertaken through the Towards Excellence project. This will allow for the development of a strategic roadmap that is based upon what is identified as required through the development of a new way of working.

Last Updated: 30-Jan-2024

1.5.2 Develop measures of productivity and efficiency when developing the annual budget and reporting

OP Action Title: 13.2.26.2 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%	100.00%	 GREEN

OP Action Progress Comments: Measures of productivity and efficiencies have been drafted as KPI's into the draft revised 2022/2026 Delivery Program.

Last Updated: 02-Apr-2023

1.5.3 Implement and fund productivity and efficiency improvement initiatives previously identified


OP Action Title: 13.2.25.6 Establish a training and development program aimed at improving the leadership and management of assets (Asset Management Plan Action #7)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Not Started	01-Jul-2023	31-Dec-2023	0%	100.00%	 RED


OP Action Progress Comments: This project has been deferred due to the high impact the Towards Excellence project and the aged care divestment process has had on the available resourcing, both within Workforce to develop the training and amongst those who will need to be trained. Aspects of the desired outcomes will be achieved through the changed ways of working, which in the infrastructure areas are focused on a greater utilisation of asset management techniques. Because of this staff are being exposed to improved practices and techniques.

Last Updated: 30-Jan-2024

OP Action Title: 13.2.29.1 Establish an Assets Advisory Group (Assets Management Strategy Action #4)


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	Completed	01-Jul-2023	31-Dec-2023	100%	100.00%	 GREEN
OP Action Progress Comments: Inaugural meeting held on 16 October. Next meeting scheduled for 8 December						
<i>Last Updated: 27-Oct-2023</i>						

OP Action Title: 13.2.29.2 Develop a program to improve the quality of asset condition data (Asset Management Strategy Action #14)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Team Leader Asset Management	In Progress	01-Jul-2023	30-Jun-2024	45%	59.00%	 AMBER
OP Action Progress Comments: Discussion of footpath inspection program with operations team to commence shortly. Awaiting confirmation of meeting date. Further work needs to be done to ensure all asset classes have a documented program and working procedures completed collaboratively with the operations team to ensure continuous and accurate data capture.						
<i>Last Updated: 23-Jan-2024</i>						

1.5.4 Report to Council on a quarterly basis the progress in achieving the efficiencies and implement processes


OP Action Title: 13.2.27.6 Implement system to track the achievement of the productivity and efficiencies target

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Strategy Officer	Completed	01-Jul-2023	30-Jun-2024	100%	59.00%	 GREEN
OP Action Progress Comments: KPI developed and added to the delivery program. Will be reported on as part of the monthly progress report to Council.						
<i>Last Updated: 21-Aug-2023</i>						

1.6 Invest in growth and economic development

1.6.1 Investigate the likely benefits of the SAP development

OP Action Title: 13.2.34.1 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	50%	50.00%	 GREEN

OP Action Progress Comments: The NSW Government budget has been released with significant funding cuts for the region impacting what will be delivered. Until these have been bedded down it hard to investigate and gauge full impacts at this point in time. Discussions are currently being held between RGDC and Council to determine what the priority projects will be with the final budget amount for delivery. Those priorities will not be determined until early 2024.

Last Updated: 30-Jan-2024


OP Action Title: 5.1.1.1 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	60%	-	-

OP Action Progress Comments: Regular meetings continue with RGDC. Coordinator Economic Development has been briefing the new CEO on the SAP. SAP planning documents currently on exhibition.

Last Updated: 23-Jan-2024


OP Action Title: 5.1.1.2 Identify opportunities for Council to grow own source revenue streams through SAP implementation and report findings to Council (FSR)

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Not Started	01-Jul-2023	30-Jun-2024	0%	40.00%	 RED

OP Action Progress Comments: Still awaiting more definitive information on what the revised state budget means for the SAP before this project can commence. Expecting to begin progressing this issue with the state in February.

Last Updated: 23-Jan-2024

OP Action Title: 5.1.1.3 Develop a plan to identify and measure increased employment opportunities from the SAP (FSR)


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Not Started	01-Jul-2023	30-Jun-2024	0%	40.00%	 RED

OP Action Progress Comments: Project not started as yet pending outcome of re-priorisation of SAP projects following state budget review process of SAP.

Last Updated: 29-Nov-2023

1.6.2 Develop and implement an economic development and investment attraction strategy

OP Action Title: 5.1.5.1 Investment Attraction Strategy


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Coordinator Economic Development	Deferred	01-Jul-2023	30-Jun-2024	10%	40.00%	 RED

OP Action Progress Comments: Work on initial draft is underway but the majority of this project needs to be deferred to 2024-25 due to time commitments on other projects.
Last Updated: 29-Nov-2023

1.7 Enhanced governance, prioritisation and decision making

1.7.1 Revise the resourcing strategy including the long-term financial plan


OP Action Title: 13.2.38.1 Develop Long Term Financial Plans for the Water, Wastewater and Waste funds

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	01-Jul-2023	30-Jun-2024	22%	59.00%	 RED

OP Action Progress Comments: The upcoming forward budget process will determine with greater accuracy the cost to operate and maintain the services within each fund. Capital needs will also be based on improved asset management information. A clearer picture then will be available of the level of revenue required to achieve a sustainable position and, from that, a medium to long term revenue strategy can be employed to charge users their access fees and assess cash needs.
Last Updated: 30-Jan-2024

1.7.2 Implement a comprehensive and robust budget development process

OP Action Title: 13.2.7.1 Implement effective budget and other financial controls & implement a comprehensive and robust budget development process

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Finance	In Progress	02-Jan-2023	31-Dec-2023	60%	100.00%	 RED

OP Action Progress Comments: Finance are working collaboratively with managers to continuously improve the budgeting process. This includes confirmation, review and reconciliation processes to improve the integrity of the budget figures. Finance is currently working with managers on the December budget review further improving the integrity of budgets and budget management capability. Finance are also working on a detailed budget review planning document which includes integrity and reasonableness checks in the Financial and Management accounting teams designed to improve the quality of information and hence budget accountability to Council.
Last Updated: 25-Jan-2024

1.7.3 Implement oversight and control of the funded organisation chart by the Chief Workforce Officer

OP Action Title: 13.2.25.3 Implement oversight and control of the funded organisation chart

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Chief Workforce Officer	Ongoing	01-Nov-2022	30-Jun-2023	-	-	-

OP Action Progress Comments: Business areas have reviewed vacancies. Civica now aligned with positions in the formal structure. CWO will monitor and update changes to structure as approved by CEO.

Budget development process will be used to identify any further unfunded positions. Need to be vigilant and monitor constantly.

All changes to the adopted structure are to be directed through ELT and communicated to consultative committee.

Last Updated: 10-Aug-2023

1.7.4 Implement a project management framework

OP Action Title: 12.2.5.1 Project management framework is in place to ensure consistency and strategic decision making

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Projects	Completed	01-Jul-2022	30-Jun-2023	100%	-	-

OP Action Progress Comments:

Project management framework is in place. Council policy position adopted requiring all projects to go through the framework prior to being approved.

Last Updated: 18-Jan-2024

1.7.5 Develop the organisational financial management governance and financial acumen of management

OP Action Title: 13.2.7.6 Develop the organisational financial management governance and financial acumen of management

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Chief Financial Officer	Completed	04-Jan-2023	30-Jun-2023	100%	-	-

OP Action Progress Comments: Training is being provided as part of the budget development process. A project plan is underway to ensure all tasks are tracked for the preparation of the financial statements. A budget manual is being developed to assist with future budget development.

Last Updated: 31-Mar-2023



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9.4.1 BOMBALA ARTS AND INNOVATION CENTRE (8-12 WELLINGTON STREET) UPDATE

Record No: I24/44

OFFICER'S RECOMMENDATION

That Council;

- A. Continue to investigate and liaise with stakeholders regarding the option of permitting use of the Centre by a child care provider.
- B. Progress all stakeholder discussions on the proviso that Council cannot contribute to the capital cost of building renovations/changes or contribute to the on-going operational costs of a future use (noting that continuing investigations will continue to cost Council in terms of staff time) meaning that an Expression of Interest (EOI) process on this basis will likely need to be undertaken in due course if the facility is ultimately to be offered to a third party for use.

ISSUES

Council made a resolution in July 2023 (see background section below) regarding this facility and required a plan of management be prepared for the first Council meeting in 2024. This task was subsequently allocated to the Economic Development unit.

The July 2023 Council resolution does not specify a purpose for which the facility should be managed, it seems apparent that the preferred use was as an arts and innovation centre or similar, such community oriented use in line with an original idea for use of the building around the time it was acquired by Council from the state government (circa 2018-19). However, use of the site for this purpose is problematic because an arts and innovation centre is not likely to raise revenue sufficient to cover on-going operational costs, meaning it would require subsidisation by Council.

Since this resolution was made a community member, raised a concern regarding an impending crisis in child care services in Bombala (see background section below). This community member took the initiative of contacting a potential child care provider (Canberra Region Community Services) about beginning a new service in Bombala to ensure the town continues to have a child care service sufficient for demand available. The Council owned site at 8-12 Wellington Street was seen as having potential to accommodate a new child care centre.

The lack of sufficient child care places in any area is an indirect constraint on local business activity and growth because it impacts the availability of labour for local industry, business and government services. Obviously, there are many other variable factors influencing the availability of labour as well, but nevertheless a lack of sufficient child care places (if present) is a concern for the continuing economic development of Bombala.

There is only one long day care centre in Bombala which caters for 0-2 year olds. It has 26 places, is at capacity and has a waiting list. Bombala also has a pre-school Kindergarten which caters for children aged 3-5. It has some vacancies (at maximum 8) depending on the day of the week. There is a home day care service which is due to close but has extended their close date until later this year. It is also understood there is a new home-based day care service due to open soon. Under legislation a home based child care centre can look after a maximum of 7 children which includes a maximum of 4 non-school attending children.

The 2021 Census (accessed via <https://atlas.id.com.au/snowy-monaro>) counted 100 children aged 0-4 years old within the catchment area including Bombala and the southern part of SMRC local

government area (identified in the map in figure 1 below). Of these, a total of 56 children aged 0-4 were counted in Bombala township and immediate surrounds, however this figure was down from 90 people counted in the 2016 Census. In 2021 there were also 76 couples with young children (<15 years old) and 23 single parents with young children (<https://profile.id.com.au/snowy-monaro/households-with-children?WebID=110>). In 2021 Bombala had 535 local workers (ie people working in Bombala) (<https://economy.id.com.au/snowy-monaro/employment-locations>).

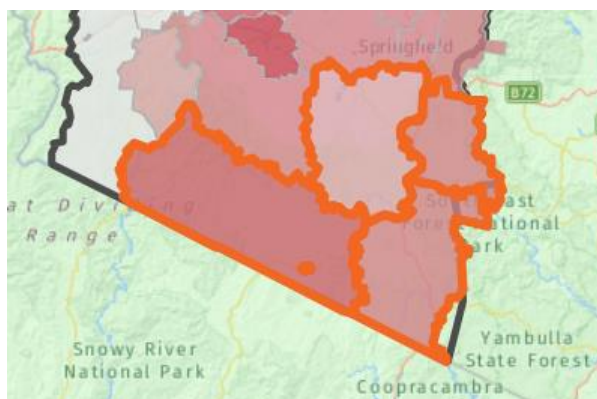


Figure 1: Map showing the southern areas of SMRC Local Government Area centred around Bombala

It is unclear at this stage whether the addition of another child care centre in Bombala would help or hinder the situation. If there was insufficient demand to provide for a new centre along with the existing services, it could result in no individual service provider being large enough to afford to operate effectively, which would leave Bombala worse off. Home day care centres possibly provide a more adaptive means of handling the ebbs and flows of demand in the town.

The Economic Development unit has met with a representative of Canberra Region Community Services (CRCS) and other key stakeholders to discuss possibilities for use of the Council site at 8-12 Wellington Street as a child care centre. Councillors Davis and Stewart have both attended at least one of these meetings with stakeholders as well. Councillor Davis also attended a site meeting with CRCS.

CRCS have indicated they are willing to operate a child care centre catering for 30-40 children at the Council site provided it can meet their regulatory requirements. This will require physical changes to building. The Economic Development unit are still investigating the exact nature of the amendments required to the existing building to facilitate a complying child care facility at the site. Liaison with CRCS is also continuing in this regard however, their representative has not had the time to commit to investigating the project until February.

If the building was used as a child care centre by CRCS, they have indicated they would be open to facilitating use of centre by the arts community (obviously outside of child care hours). An arts community representative has been involved in recent stakeholder meetings and is agreeable to this approach for use of the building.

Two further things to note include:

- The site is classified as community land under the *Local Government Act 1993*. Sections 45(2), 46(1)(b)(i), 46(4)(a)(ii) and 46(5) of the *Act* allow council to grant a lease to a child care centre on community land, but it requires a plan of management for the land to be made first, and the lease must be in accordance with the plan of management.

- The site is Zone R1 – General Residential under Bombala LEP, and centre-based child care facilities are permitted with development consent.

Due to the possibility of use of the site as a child care centre and continuing investigations in this regard, it has not been possible to compile a detailed plan of management as yet. However, the recommendation sets out the next steps and general direction for moving forward towards a long term plan for the site. A detailed management plan will only be possible once a plausible long term use is identified. Given council’s current financial situation, it has no unrestricted cash available to provide capital or ongoing operational costs assistance for the site moving forward.

If Councillors wish to offer the site for use by a third party, it is anticipated that an Expression of Interest process will need to be undertaken at some point.

RISK ASSESSMENT

Risk Type	Current Risk	Expected Risk	Within Accepted
Asset Management	Medium	Medium	Yes
Reputation and Image	Low	Medium	Yes
Service Delivery	Low	Medium	Yes

Whilst council continues to hold an asset that is surplus to council needs there is an asset management risk that the site and building will not be adequately maintained. There is also a reputational and image risk to council if the site has potential to help the community but, this potential is not realised. There is a further risk that by making the facility available to a particular industry sector, it may unknowingly influence the local child care sector market in Bombala negatively. This needs to be understood clearly from stakeholders including current and potential providers.

FINANCIAL IMPACTS

The possible financial impacts from the long term use of this site are still being investigated.

RESPONSIBLE OFFICER: Coordinator Economic Development.

OPTIONS CONSIDERED

The options for the long term use of this site are still being explored however, the most favourable possible outcome at present would be one where the site is used to help address community needs at no ongoing cost to council.

IMPLEMENTATION PLANS

As the investigations required to determine the potential for use of the site as a child care centre, requires involvement from independent third parties an assessment of time cannot be made as to when this process will be completed. However, the recommendation is to report back to the April 2024 Council meeting for a decision on direction using the best available information at that time.

BACKGROUND

Council made the following resolutions at its meeting on 15 July 2023:

COUNCIL RESOLUTION 172/23

That Council;

A. Decline to accept the Bushfire Local Economic Recovery Fund Grant for the refurbishment of the Bombala Arts and Innovation Centre (former TAFE)

B. Seek a variation from Stronger Country Communities Fund to utilise the remainder of the SCCF2 fund to make improvements to another suitable council asset in Bombala

C. Seek to divest of building and land 8-12 Wellington Street Bombala as surplus to Council needs and in excess of available maintenance budget.

*Moved Councillor Hanna Seconded Councillor Summers **LOST***

Record of Voting

Councillors For: Councillor Summers.

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

COUNCIL RESOLUTION 173/23

That Council seek an extension of the BLERF grant and undertake community consultation to develop a plan for managing the facility to be completed by the first ordinary Council meeting in 2024

*Moved Councillor Stewart Seconded Councillor Mitchell **CARRIED***

Record of Voting

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

Councillors Against: Nil.

The following was received by email in December 2023 from a community representative who initiated the contact with CRCS:

This is of the utmost urgency due to a number of factors, and it is complicated by the change of legislation on the 1st of July 2023. It takes an extended period of time to get all of the appropriate, accreditation and approvals to open up these types of facilities. The Bombala community do not have the time frame to "wait" for 12 - 18 months to get another facility up and running. It is critical that we explore every available option to resolve this potentially devastating impact on the township of Bombala and surrounds.

This has come about due to the shortfall in daycare providers in our town. This is due to the recent closure of 2 long term (25 years each) "home daycare" providers and a 3rd provider having to close due to family, all within the last 10 months. The one long day care is at full capacity, and it does not have the ability to expand on its current site, it is capped at 26 places and now has a waiting list for the next 2 years for children 0-6 months - 6 months- 2 years and 2-5 year old.

These closures and the small capacity of our only long day are impacting our small community in a dramatic way. We have all levels of our essential services impacted - from our emergency services, police, fire rescue and ambulance to all of our schools at all levels from our preschool unable to get staff back into the support roles, both primary schools, Bombala Public and St Joseph's, with teachers unable to secure care for their younger children and also the staff at the Bombala high school. This shortage is also impacting our hospital and the imminent opening of the Currawarna aged care facility in mid January 2024, with potential staff living in the town not being able to access care for their young children so unable to apply or engage in roles for these essential services.

This has a flow on affect right across the working businesses in and around the township of Bombala including Delegate, Cathcart and Bibbenluke, from our shearing contracting teams, our local timber mill, multiple businesses within the township of Bombala and the "strength" of our area, the farming community.

As of January, there will be 20 plus parents either losing their jobs or being forced to resign from their current positions across a range of professions and industries or unable to go back to their jobs in their chosen profession or leaving the district due to the fact that they can no longer sustain the work and care balance because there are no placements for young children. We have had tremendous support and feed back about the proposed idea of this site being transformed and reenergised as a learning and community center for the whole community to use and access.

I implore the council representatives to PLEASE come on board as we need your support in keeping this town going. We can't afford to lose young families out of the district. Our town is in a period of intense change and the greater community need to see some positive improvements to allow this little town to grow and recover not to mention maintain and support the businesses which are the lifeblood of this community.

ATTACHMENTS

Nil

9.4.2 EVENT SUPPORT GRANT APPLICATIONS

Record No: I24/46

OFFICER’S RECOMMENDATION

That Council approve the following event support applications, in line with the funding support for Events Policy;

- A. Multicultural Festival Cooma \$2,000
- B. Snowy Mountains Disc Golf Marathon \$300

ISSUES

Council’s Snowy Monaro Funding Support for Events Policy provides funding support for local and regional economically significant events.

In accordance with the Policy, the following applications have been received and assessed for Council determination:

Cooma Multicultural Festival and the Snowy Mountains Disc Golf Marathon

To be eligible for funding support, the event must meet certain criteria and be assessed as per the Funding Support for Events Policy.

The tables below outline the assessment against this Policy for each event:

Event Application 1 - Cooma Multicultural Festival Funding amount sought = \$2000 (Local) Location: Centennial Park, Cooma Date: Sunday 17 March 2024		
Estimated ‘value add’ to local economy	Eligible event	
\$99,956 – based on an estimated 2000 day visitors and \$75 daily spend.	Yes	
(a) Funding amount required to cover Councils normal fees and charges.	Waste Facility hire	\$305
	Tables & Chairs (MFC)	\$128
	Requested staff assistance	\$305
		\$500
(b) Alignment with relevant Council strategies or plans.	The event supports Council values outlined of the Snowy Monaro DMP 2019 and Community Strategic Plan 2024 – ‘Promotes vibrant towns and villages, acknowledging and accepting the unique heritage and character of each town’. Community Strategic Plan 2024 Objective 1.1: The relaxed lifestyle and close community feel of the region is retained and enhanced by collaborating with local partners for a	

9.4.2 EVENT SUPPORT GRANT APPLICATIONS

	<p>wide range of community and cultural events to be held.</p> <p>Objective 1.3: Our region's cultural identity is respected and embraced</p>
(c) Commercial or not for profit.	Not for profit, the event does not generate profit.
(d) Capacity to attract visitors from outside the LGA.	The festival attracts many people from all over the LGA and broader region. Many performance groups come from Sydney, Bega Valley, Goulburn and Canberra.
(e) Marketing Strategies.	<p>Social media and local media with both print and radio promotion.</p> <p>Community notice through Council's event calendar and Visit NSW.</p> <p>Council support will be recognised in advertising.</p>
(f) The significance of the event for the local community.	The festival brings together professional and amateur performers, food vendors, entertainers and market stalls in a vibrant celebration of community and cohesion. The festival is an opportunity for the growing community to showcase their various cultural backgrounds, and celebrate their integration into our community.
(g) The proportion of the total funding required for the event.	If successful, Council funding (\$2000) will form approximately 38.4% of the total event budget (\$5,200).
(h) The amount of funding remaining in the funding pool for that year at the time of determination of the application.	There is sufficient funding available for this application, \$13,650 major and \$6,855 local.
(i) Number of event applicants who have applied for funding.	Eleven events have received funding from this fund this year, with another two included in this report.
(j) The reason the funding is being sought from Council for the event.	To cover cost of Council facility and equipment hire. Assist with cost of additional staff on the day to help with set up and pack up.
(k) The particular circumstances of the event.	<p>This is a free event for the whole community to celebrate Australian Harmony Day and the achievements of people from diverse cultural background living in our community.</p> <p>The first Cooma Multicultural Festival was held in 2008 and ever since the festival has been organised by a small team of CMC volunteers. The festival is growing every year and has become too big for one small organisation to coordinate.</p>

Other funding applications: The event also receives some funding from Multicultural NSW, to cover professional sound system, performing stage, and travel costs for performers to travel to Cooma, printing of flyers & promotional materials.

Staff review: This event meets eligibility criteria of the Event Support Policy and is classed as a 'Local' event in the Policy as the value added calculation to the economy is less than \$100,000.

The multicultural festival is annual event in the region with cultural significance to the community.

Attachment 1: Event application

Event name (optional): Event Type: Event Range: Event start date:

Event duration (days): Attendance per day: Average daily spend (\$): Event total spend (\$):

The proposed Cooma Multicultural Festival event is planned to start on March 17th, 2024 and to run for 1 day. It is an event of Local significance and is estimated to attract 2000 visitors during the day, with an average spend per person per day of \$75. This equals a total visitor spend of \$150,000 attributed to this event. Assuming the event will be held in Snowy Monaro Regional Council area, it is calculated to have the following potential impact:

Event Impact Summary export

Snowy Monaro Regional Council area - Modelling the effect of \$150,000 from an Arts and Heritage event with Local significance

	Output (\$)	Value-added (\$)	Local Jobs (annual jobs)
Direct impact	136,500	66,101	1.2
Industrial impact	53,751	25,967	0.5
Consumption impact	16,116	7,889	0.1
Total impact on Snowy Monaro Regional Council area economy	206,367	99,956	2

Source: National Institute of Economic and Industry Research (NIEIR) ©2022. Compiled and presented in economy.id by .id (informed decisions).

Event Application 2 - Snowy Mountains Disc Golf Marathon		
Funding amount sought = \$300 (Local)		
Location: Jindabyne 'Claypits' Disc Golf course plus courses at Thredbo, Lake Crackenback and Adventist Alpine Village.		
Date: 2-3 March 2024		
Estimated 'value add' to local economy	Eligible event	
\$16,919 based on estimated 40 travellers with one to two nights stay	Yes	
(a) Funding amount required to cover Councils normal fees and charges.	Facility Hire	\$112

9.4.2 EVENT SUPPORT GRANT APPLICATIONS

(b) Alignment with relevant Council strategies or plans.	The event supports Council values outlined of the Snowy Monaro DMP 2019 and Community Strategic Plan 2024 – ‘Promotes vibrant towns and villages, acknowledging and accepting the unique heritage and character of each town’.
(c) Commercial or not for profit.	The event is run by the Snowy Mountains Disc Golf Club and does not generate profit.
(d) Capacity to attract visitors from outside the LGA.	While open to anyone to attend, competitors are likely to be from the ACT and greater NSW, ie Sydney and surrounds.
(e) Marketing Strategies.	Social media advertisement, posters and community notice through Council’s event calendar and Visit NSW. Council support will be recognised in advertising and on a teepad.
(f) The significance of the event for the local community.	Encouraging outdoor activity and community engagement. Community sponsored event.
(g) The proportion of the total funding required for the event.	If successful, Council funding (\$300) will form approximately 15% of the total basic event budget (\$2,000).
(h) The amount of funding remaining in the funding pool for that year at the time of determination of the application.	There is sufficient funding available for this application, \$13,650 major and \$6,855 local.
(i) Number of event applicants who have applied for funding.	Eleven events have received funding from this fund this year, with another two included in this report.
(j) The reason the funding is being sought from Council for the event.	To assist with Council costs for facility hire and support a local recreational activity.
(k) The particular circumstances of the event.	A Professional Disc Golf Association (PDGA) sanctioned event.
Other funding applications: Unsuccessful application to the Snowy Hydro community round	
Staff review: This event meets eligibility criteria of the Event Support Policy and is classed as a ‘Local’ event in the Policy as the value added calculation to the economy is less than \$100,000.	
Attachment 2: Event application	

9.4.2 EVENT SUPPORT GRANT APPLICATIONS

Event name (optional) Event Type: Event Range:

Event start date:

Event duration (days) Attendance per day Average daily spend (\$) Event total spend (\$)

The proposed Snowy Mountains Disc Golf Marathon event is planned to start on March 17th, 2024 and to run for 2 days. It is an event of Region significance and is estimated to attract 40 visitors per day over the 2 days, with an average spend per person per day of \$360. This equals a total visitor spend of \$28,800 attributed to this event. Assuming the event will be held in Snowy Monaro Regional Council area, it is calculated to have the following potential impact:

Event Impact Summary export

Snowy Monaro Regional Council area - Modelling the effect of \$28,800 from a Sports and Recreation Activities event with Region significance

	Output (\$)	Value-added (\$)	Local Jobs (annual jobs)
Direct impact	24,756	11,079	0.2
Industrial impact	10,575	4,597	0.1
Consumption impact	2,539	1,243	0.0
Total impact on Snowy Monaro Regional Council area economy	37,870	16,919	0

Source: National Institute of Economic and Industry Research (NIEIR) ©2023. Compiled and presented in economy.id by .id (informed decisions).

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

These events are generally considered low risk. They are organised independently of council.

9.4.2 EVENT SUPPORT GRANT APPLICATIONS

FINANCIAL IMPACTS

This program relies on a funding pool in council’s Economic Development budget which is set at the beginning of each financial year and once (if) fully expended, it is anticipated it would not be renewed with further funds until the following financial year.

At the beginning of the 2023-24 financial year, this fund had \$50,000 available for event support allocation with \$20,000 local and \$30,000 towards regionally significant applications.

Should council approve the attached two applications, there will be \$4,555 remaining for local and \$13,650 for regionally significant applications totalling \$20,505.

The Eventing Funding Support Register for the current financial year is shown below indicating the state of the funding pool at the time of writing the current report. It does not include the events the subject of this report, only those approved by council so far this financial year.

Event Support Grant Funding Register 2023-2024						
Event	Event dates	Funding requested	Funding recommended LOCAL	Funding recommended MAJOR	APPROVED Funding	Council meeting date & resolution number
Cooma Country Roots and Blues	19-November-2023	2000	2000		2000	234/23
Snowy Trout Challenge	Oct 2023 -30 April 2024	5000		5000	5000	234/23
Bombala Historic Engine & Machinery Society Workin	11-November-2023	2000	2000		2000	234/23
Monaro Canine Carnival	1-3 December 2023	1500	1500		1500	269/23
Australian National Busking Championship – Grand final	25 November 2023	5000	3345		3345	269/23
Numeralla Folk Festival	26-28 January 2024	2000	2000		2000	297/23
Cooma Rodeo	02-February-2024	1350		1350	1350	297/23
Twisted Bingo - Cancer Council	16-March-2024	2000	300		300	297/23
Monaro Billy Kart Derby		2000	2000		2000	332/23
Gravity MTB		5000		5000	5000	332/23
Snowy Classic		5000		5000	5000	332/23
Funding Available		50000				
Major		30000				
Local		20000				
Funding Spent		29495				
Major		16350				
Local		13145				
Funding Remaining		20505				
Major		13650				
Local		6855				

RESPONSIBLE OFFICER: Tourism & Events Officer

OPTIONS CONSIDERED

The alternative options available to council are, to not support some or all of the events, or support them for less than the requested amount. Ultimately this is a decision for Councillors.

The information required to inform this decision and the reasons for the staff recommendations are provided in the table for each event.

IMPLEMENTATION PLANS

If an event is successful there is a standard procedure by which the grant agreement is created and the grant ultimately acquitted.

EXISTING POLICY/DECISIONS

The event applications were reviewed in accordance with the council's Funding Support for Events Policy.

ATTACHMENTS

1. Cooma Multicultural Festival 2024 event support application
 2. Disc Golf Marathon event support application
-



Form | 250.2022.000.1

Event Sponsorship Request

Economic Development

Snowy Monaro Regional Council's event sponsorship support funding recognises the valuable social, economic and community benefits of events in our region. There are two categories of sponsorship available including community/local significance (up to \$2000) and regional economic significance (up to \$5,000).

Applications for event sponsorship should be submitted a minimum of three (3) months from the event to allow time for a report to a Council meeting for determination.

Applications will not be considered unless all supporting documentation is attached. Applications can be returned to any of the four Council offices, mailed to PO Box 714 COOMA NSW 2630 or emailed to council@snowymonaro.nsw.gov.au

Eligibility

To be eligible to receive sponsorship from Council, the applicant must (tick boxes below if criteria is met):

- Be an Australian legal entity or an individual with an Australian Business Number (ABN)
- Have submitted a Snowy Monaro Notice of Intention to Organise an Event form to the events team and applied for all required legislative approvals in accordance with the event
- Apply for an event in line with the eligibility criteria 2 (a) of Council's Event Support Policy:
 - Open for general public attendance
 - Event location within the Snowy Monaro Regional Council local government area
 - Event will be held within the current financial year
 - Will not actively promote or support excessive consumption of alcohol, gambling or tobacco products
 - Not for the primary purpose of making a political or religious statement or for vilifying sections of the community
 - Undertaken in a child safe manner and in accordance with relevant NSW Health guidelines. Online resource https://ocg.nsw.gov.au/sites/default/files/2022-01/B_CSS_ChildSafeStandardsFlyer.pdf

Part A - Applicant

Name			
Organisation	Cooma Multicultural Centre	Phone (AH)	
Position	Manager	Phone (BH)	
Postal Address			
Town	Cooma	State	NSW
Postcode	2630	Mobile	
Email			



Organisation Type: <input checked="" type="checkbox"/> Not for profit <input type="checkbox"/> Commercial <input type="checkbox"/> Other _____	
ABN (if applicable)	Eligible for GST (if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No
Applicant Signature	Date 10/01/2024
Applicant Signature	Date

Part B – Event Details

Name <u>Cooma Multicultural Festival</u>	
Location/s <u>Centennial Park in Cooma</u>	
Date/s <u>17 March 2024</u>	Time/s <u>9-4pm</u>

Confirmation of venue availability:

- Private Property – Please provide confirmation of land owner’s consent
- Council Facility – Booking reference number: _____
- Other (please specify) _____

Event Type

- Community Commercial Sporting Arts & Cultural
- Markets Music Festival Other (please specify) Multicultural

Frequency of Event Annual One off Other (please specify) _____

Event Funding

Recurring events: Does the event generate profit? Yes No

Please outline how profit from the event will be used.

Have you applied for other funding sources? Yes No

Please provide details

Funding from Multicultural NSW will cover professional Sound system, performing stage, and travel costs for performers to travel to Cooma, printing of flyers & promotional materials.



Event purpose and target market

This is a free event for the whole community to celebrate Australian Harmony Day and the achievements of people from diverse cultural background living in our community.

Have you considered ways to ensure the event is inclusive and accessible to the community? Please describe.

Online resource for accessible and inclusive events: <https://www.dpc.nsw.gov.au/assets/dpc-nsw-gov-au/Events/9bf6c6ac1e/Toolkit-for-Accessible-and-Inclusive-Events-2018.pdf>

Event description

The festival brings together professional and amateur performers, food vendors, entertainers and market stalls in a vibrant celebration of community and cohesion. The festival is an opportunity for the growing community to showcase their various cultural backgrounds, and celebrate their integration into our community.

Event significance to the community

This festival has become one of the highlights of the year to many SMRC residents, it fosters social sustainability and social cohesion by allowing ethnic minority groups to express and challenge their differences to mainstream society.

The Cooma Multicultural Festival provides local services with the opportunity to connect and engage with people from culturally and linguistically diverse backgrounds, often new migrants are not aware of services provided in their new home town.

Part C – Event Sponsorship

Level of funding:

Community/Local event Regional Economic Significant event

Sponsorship amount requested \$ 2000.00

Total cost of the event (please include a copy of the event budget) \$ 5200.00

Why are you seeking funding from Council for the event?

To cover cost of extra Council staff on the day to help with set up and pack up. To hire Council's chairs and tables.

Is the event financially sustainable without Council sponsorship?

No. The work to set up this annual Festival had become too big for one small organisation to handle.

Please list any other particular circumstances of the event to take into consideration

The Cooma Multicultural Festival is growing every year. The first event was held in 2008 and ever since the festival has been organised by a small team of CMC volunteers.

Funding amount required to cover Council's normal Fees and Charges for the event.

Include quoted costs of facility hire, waste, event services etc.

Facility Hire _____ Waste & Recycling Services Application \$305

Human Resources (staff time) _____ Parks & Gardens \$500.00 extra staff

Application fees Small Community event fee: \$128 Other SMRC Chair & Tables hire: \$305



How does your event align with Council's relevant tourism and events and/or economic development strategies?

Community Strategic Plan 2024 –

Objective 1.1: The relaxed lifestyle and close community feel of the region is retained and enhanced by collaborating with local partners for a wide range of community and cultural events to be held

Objective 1.3: Our region's cultural identity is respected and embraced

Will the event attract visitors from outside the Snowy Monaro LGA and generate potential for overnight stay? If yes, detail how.

The festival attracts many people from all over the LGA and broader region. Many performance groups come from Sydney, Bega Valley, Goulburn and Canberra.

Estimated number of attendees (participants, volunteers, spectators etc) 2000	Estimated daily spend (including entry fees, food purchases, accommodation etc)
--	---

Marketing strategies for the event (include a marketing schedule if available)

Please detail marketing to be undertaken and list event website and social media URLs.

FB: <https://www.facebook.com/CoomaMulticulturalCentre/>

Local Newspaper

Social media groups

CMC Newsletter

How will Council support be acknowledged?

SMRC logo will be displayed on all promotional materials.

Do you acknowledge the use of Council's logo and agree for all logo use to be approved by Council's communications team prior to the event via communications@snowymonaro.nsw.gov.au

Yes No

Supporting documents attached:

- Event budget
- Marketing Plan (if available)
- Event Plan
- Owners Consent
- Other _____

Successful applicants are required to obtain all relevant event regulatory approvals.

Agree Disagree

If successful, how would you like to receive your funding support?

50% before event, 50% on acquittal after event, OR 100% on acquittal after event



Part D - Declaration

I/we the undersigned hereby apply for event support in Snowy Monaro Regional Council sponsorship process and agreed to the conditions:

- Confirm that the information contained in the application form and within the documents are true and correct;
- Declare that should this application be successful the funding will be expended as outlined in the above documentation;
- Acknowledge the event organiser requirements to obtain all regulatory event approvals
- Acknowledge the Sponsorship acquittal requirements within 30 days of the event date, including presentation of a post event evaluation, attendance statics and local economic contribution.
- Understand surplus funds may be required to be returned to Council, and;
- I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

For further information or assistance on completing this form please contact Council.

Mail: PO Box 714 COOMA NSW 2630

Phone: 1300 345 345

Email: council@snowymonaro.nsw.gov.au

Web: snowymonaro.nsw.gov.au



Form | 250.2022.000.1

Event Sponsorship Request

Economic Development

Snowy Monaro Regional Council's event sponsorship support funding recognises the valuable social, economic and community benefits of events in our region. There are two categories of sponsorship available including community/local significance (up to \$2000) and regional economic significance (up to \$5,000).

Applications for event sponsorship should be submitted a minimum of three (3) months from the event to allow time for a report to a Council meeting for determination.

Applications will not be considered unless all supporting documentation is attached. Applications can be returned to any of the four Council offices, mailed to PO Box 714 COOMA NSW 2630 or emailed to council@snowymonaro.nsw.gov.au

Eligibility

To be eligible to receive sponsorship from Council, the applicant must (tick boxes below if criteria is met):

- Be an Australian legal entity or an individual with an Australian Business Number (ABN)
- Have submitted a Snowy Monaro Notice of Intention to Organise an Event form to the events team and applied for all required legislative approvals in accordance with the event
- Apply for an event in line with the eligibility criteria 2 (a) of Council's Event Support Policy:
 - Open for general public attendance
 - Event location within the Snowy Monaro Regional Council local government area
 - Event will be held within the current financial year
 - Will not actively promote or support excessive consumption of alcohol, gambling or tobacco products
 - Not for the primary purpose of making a political or religious statement or for vilifying sections of the community
 - Undertaken in a child safe manner and in accordance with relevant NSW Health guidelines. Online resource https://ocg.nsw.gov.au/sites/default/files/2022-01/B_CSS_ChildSafeStandardsFlyer.pdf

Part A - Applicant

Name _____			
Organisation	Snowy Mountains Disc Golf Club		Phone (AH) _____
Position	Vice President - Treasurer		Phone (BH) _____
Postal Address _____			
Town	State	Postcode	Mobile
Jindabyne	NSW	2627	_____
Email _____			



Organisation Type: <input checked="" type="checkbox"/> Not for profit <input type="checkbox"/> Commercial <input type="checkbox"/> Other _____	
ABN (if applicable)	Eligible for GST (if applicable) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicant Signature	Date 18/1/24
Applicant Signature	Date

Part B – Event Details

Name	Snowy Mountains Disc Golf Marathon 2024
Location/s	Jindabyne Disc Golf Course, Adventist Alpine Village, Lake Crackenback Resort, Thredbo Disc Golf Course
Date/s	2/3/24 - 3/3/24
Time/s	9:00am - 4:00pm

Confirmation of venue availability:

- Private Property – Please provide confirmation of land owner’s consent
- Council Facility – Booking reference number: _____
- Other (please specify) _____

Event Type
<input type="checkbox"/> Community <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Sporting <input type="checkbox"/> Arts & Cultural <input type="checkbox"/> Markets <input type="checkbox"/> Music Festival <input type="checkbox"/> Other (please specify) _____

Frequency of Event	<input type="checkbox"/> Annual <input checked="" type="checkbox"/> One off <input type="checkbox"/> Other (please specify) _____
--------------------	---

Event Funding
Recurring events: Does the event generate profit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Please outline how profit from the event will be used.

Have you applied for other funding sources? Yes No
 Please provide details

Applied for grant throu Snowy Hydro Grant scheme, but was unsuccessful



Disc Golf competition, while open to anyone to attend, competitors are likely to be from the ACT and greater NSW, ie Sydney and surrounds

Event purpose and target market

Facebook advertisement, posters around town

Have you considered ways to ensure the event is inclusive and accessible to the community? Please describe.

Online resource for accessible and inclusive events: <https://www.dpc.nsw.gov.au/assets/dpc-nsw-gov-au/Events/9bf6c6ac1e/Toolkit-for-Accessible-and-Inclusive-Events-2018.pdf>

2 day Disc Golf Tournament playing 4 different courses. PDGA sanctioned event.

Event description

Encouraging outdoor activity and community engagement. Community sponsored event.

Event significance to the community

Part C – Event Sponsorship

Level of funding:

Community/Local event Regional Economic Significant event

Sponsorship amount requested \$ 100

Total cost of the event (please include a copy of the event budget) \$ 2000

Why are you seeking funding from Council for the event?

To Cover cost of council fees and create a better community event

Is the event financially sustainable without Council sponsorship?

Yes, but everything is done by volunteers

Please list any other particular circumstances of the event to take into consideration

Funding amount required to cover Council's normal Fees and Charges for the event.
Include quoted costs of facility hire, waste, event services etc.

Facility Hire _____ Waste & Recycling Services Application _____

Human Resources (staff time) _____ Parks & Gardens _____

Application fees _____ Other _____



How does your event align with Council's relevant tourism and events and/or economic development strategies?

Will the event attract visitors from outside the Snowy Monaro LGA and generate potential for overnight stay? If yes, detail how.

Yes, there is a number of competitors travelling from Canberra, Sydney, Newcastle.

Estimated number of attendees (participants, volunteers, spectators etc)	Estimated daily spend (including entry fees, food purchases, accommodation etc)
40	300

Marketing strategies for the event (include a marketing schedule if available)

Please detail marketing to be undertaken and list event website and social media URLs.

Advertisement on social media - Facebook - Snowy Mountains Disc Golf Club
 Poster displayed at multiple local businesses
 Potential for more

How will Council support be acknowledged?

In social media posts as well as a the council's logo displayed on a Teepad

Do you acknowledge the use of Council's logo and agree for all logo use to be approved by Council's communications team prior to the event via communications@snowymonaro.nsw.gov.au

Yes No

Supporting documents attached:

- Event budget
- Marketing Plan (if available)
- Event Plan
- Owners Consent
- Other _____

Successful applicants are required to obtain all relevant event regulatory approvals.

Agree Disagree

If successful, how would you like to receive your funding support?

50% before event, 50% on acquittal after event, OR 100% on acquittal after event



Part D - Declaration

Tom Tulip

I/we the undersigned hereby apply for event support in Snowy Monaro Regional Council sponsorship process and agreed to the conditions:

- Confirm that the information contained in the application form and within the documents are true and correct;
- Declare that should this application be successful the funding will be expended as outlined in the above documentation;
- Acknowledge the event organiser requirements to obtain all regulatory event approvals
- Acknowledge the Sponsorship acquittal requirements within 30 days of the event date, including presentation of a post event evaluation, attendance statics and local economic contribution.
- Understand surplus funds may be required to be returned to Council, and;
- I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

For further information or assistance on completing this form please contact Council.

Mail: PO Box 714 COOMA NSW 2630

Phone: 1300 345 345

Email: council@snowymonaro.nsw.gov.au

Web: snowymonaro.nsw.gov.au

9.5.1 RESOLUTION ACTION SHEET UPDATES

Record No: I24/6

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.

RESPONSIBLE OFFICER: Chief Strategy Officer

ATTACHMENTS

1. Resolution Action Sheet Updates (*Under Separate Cover*)
-

9.5.2 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NOTICE OF MOTIONS FOR NATIONAL GENERAL ASSEMBLY 2024

Record No: 124/64

OFFICER'S RECOMMENDATION

That Council determine whether it wishes to submit Notice of Motions for the National General Assembly in July 2024.

ISSUES

The theme for the 2024 NGA will be "Building Community Trust". Council's attendance at NGA will assist in future policy development and provide influence in the shape and direction of Council.

RISK ASSESSMENT

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

FINANCIAL IMPACTS

The following costs are estimates only.

Estimated Expenditure	Amount
Registration x 2	\$2,000.00
Networking dinner	\$300.00
Accommodation x 1 for 3 nights	\$1,000.00

RESPONSIBLE OFFICER: Executive Assistant to CEO, Mayor and Councillors

OPTIONS CONSIDERED

As the pre-eminent event of the local government year, where local councillors come together to share ideas and debate issues that shape the way we are governed, non-attendance holds possible reputational consequences.

If council does submit a motion, there is an expectation that a council representative will be present at the NGA to move and speak to that motion if required.

IMPLEMENTATION PLANS

EA to CEO, Mayor and Councillors to lodge motions online prior to due date of 29 March 2024, complete conference registrations and all necessary accommodation requirements for attendees.

BACKGROUND

A notice of motion to this year's NGA should align with this year's theme and identify opportunities for new federal programs and policies that will support councils to build trust both in the community and as a local delivery partner for the Australian Government.

All motions will be reviewed by the NGA Subcommittee to ensure that they meet the criteria included in this paper. The Subcommittee reserves the right to select, edit or amend notices of motions to facilitate the efficient and effective management of debate on motions at the NGA.

All NGA resolutions will be published on www.nationalgeneralassembly.com.au.

As the convenor of the NGA, the ALGA Board will communicate resolutions to the relevant Australian Government Minister and publish Ministerial responses as they are received on the website.

ATTACHMENTS

1. National General Assembly 2024 - Discussion Paper (*Under Separate Cover*)

10.1 MINUTES FROM MANAGEMENT AND ADVISORY COMMITTEES

Record No: I23/781

OFFICER'S RECOMMENDATION

That Council receive the minutes of the:

- i. Cooma North Ridge Advisory Committee meeting held 24 October 2023,
- ii. Arts and Culture Advisory Committee meeting held 5 October 2023
- iii. Numeralla Hall Management Committee AGM held 28 November 2023

BACKGROUND

The minutes of the Cooma North Ridge Reserve Advisory Committee, received by Governance on 23 November 2023; Arts and Culture Advisory Committee, received by Governance on 27 November 2023; Numeralla Hall Management Committee AGM, received by Governance on 15 December 2023

ATTACHMENTS

1. Minutes - Cooma North Ridge Reserve Meeting held 24 October 2023
 2. Minutes - Arts and Culture Committee Meeting held 5 October 2023
 3. Minutes - AGM Numeralla Hall Management Committee meeting held 28 November 2023
-

MINUTES

North Ridge Reserve s355 Advisory Committee

Date Thurs 24th October, 2023.

Time 5.30.pm

Location Vin Good Room at Cooma Library

Agenda Items

1. Opening	2
2. Attendance and apologies	2
3. Adoption of previous minutes	2
4. Correspondence	2
5. Action sheet	3
6. General Business	4
6.1 Friends of North Ridge Reserve Bushcare Update	5
6.2 RFS Update	6
7. Date of next meeting	6
8. Meeting close	6

1. Opening

2. Attendance and apologies

Name	Position	Attendance
Andrew Dawes	Chairperson	present
Bella Grant	Correspondence Secretary	RESIGNED
Tein McDonald	Minutes Secretary	present
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	present
Lori Lollback	Committee Member	Apology

3. Adoption of previous minutes

Minutes of the committee meeting held on 24th August 2023

Moved: Graeme Little **Seconded:** Paul Jennings **Carried**

4. Correspondence

CNRR COMMITTEE CORRESPONDENCE

25th Aug to 23rd Oct 2023

Outgoing

28/08/23 – Tein emailed confirmed July minutes and draft August minutes to Erin Donnelly and committee members.

22 and 24/09/23 – Emails to Glen Shennan to request he seeks permission for the survey work

11/10/23 – Email from Kelly Stubbs re Bioblitz

23/10/23 – reminder for update from Glen Shennan

23/10/23 – reminder for update from Gaby Tagliapietra re site management plan

Incoming

22/09/23 and 24/09/23 – Emails from Glen Shennan re permission to access the Reserve for survey

10/10/23 -Email from Bella Grant notifying of her resignation from the committee

25/10/23 – Email from Gaby Tagliapietra repeating her advice from May that JM can make the recommendation re Site Masterplan.

26/10/23 - JM phone advice that (a) Council is applying for a grant for the writing of all Site Masterplans (or at least the development of a template) but (b) as that is some time away she is supportive of a review prepared by the NRR committee with internal feedback.

5. Action sheet

Date	Item	Action	Assignee	Notes	Completion date
26/10/23	Bella Grant resignation from NRR 355 c'tee	Notification to Erin Donnelly re advertising for a replacement person	TM		
26/10/23	Bella Grant resignation from NRR 355 c'tee	Thank you letter to Bella Grant	ED or TM?		
26/10/23	Site Masterplan review	Letters to G Tagliapietra and JM Hawkins to re Site Masterplan	TM		
26/10/23	Crown Lands weed funding	Discuss Weed funding timing and possible alternatives with B. Stubbs – possible letter	TM		
26/10/23	Crown Lands weed funding	TM to talk with Brett re Crown Lands Improvement Fund	TM	Could be an opportunity for Fuel reduction education?	
26/10/23	Tree Clearing Geringa Av	TM to discuss legalities of clearing and potential ranger contact			
26/10/23	Great Southern Bioblitz	LJ to provide liaison to Kelly Stubbs ahead of the Bioblitz in NRR.	LJ		
27/07/23	Proposed closure crown lands road	Enquire progress through Angela Sharp	BG and AS	Crown Lands likely to take a long time to complete this.	Enquiry completed but action ongoing

6. General Business

6.1 Business Arising

(i) **NRR Site Masterplan.** Gaby Tagliapietra has suggested that JM can advise whether it would be sufficient to have the NRR committee draft the review of the plan for internal staff feedback. Gaby emailed JM about this and JM phoned TM just prior to the meeting to say that she would support that option - although made it clear that next year Council would be applying for a grant to engage a consultant to prepare all Council's Site Masterplans (or at least to provide a template or them.) Hence if we were to review the existing plan we would need to be prepared to have it at least restructured to conform to the new template.

After substantial discussion the committee expressed in-principal willingness to develop a redraft for internal feedback – forming informal working groups (one environmental and one recreational) to undertake the detailed work in the new year. However prior to taking any action we would need to be advised in writing by both JM and Gaby that this is what they wish the committee to do. We would also like to take into account any existing feedback from Council officers that Gaby may have received earlier this year. .

ACTION ITEMS:

- Secretary to write a letter to Jean-Monique and to Gaby providing clarification that we are happy to undertake the work – setting up a working group asking was any feedback already provided to Gaby from other divisions within Council? (This would be helpful.) . However before we could undertake the work we would like to receive”
- The advice in writing (agreed by both officers) - including reference to grant application and potential need to restructure when new template has been created.

(ii) **Crown Lands weeds.**

- Brett Jones has notified that funding of \$6K will be approved from Crown Lands this year. TM did not ask when this money will come through and whether it would be delayed as last year. Considerable discussion was had on this topic considering that last year the money came through after the weed had seeded and in the case of one weed – after it had entered a dormancy. It was pointed out that it is necessary to schedule the work prior to flowering each year or it is a waste of taxpayer's money.

The committee proposed that the Secretary talk with the Weeds Officer to discuss whether there is a problem and pointing out that there are members of the community prepared to underwrite the work should there be a reasonable guarantee of the funding coming through. (This raised the question of what guarantee is needed before Council could provide the money prior to it coming through.)

- Clr Hopkins reports that there may be another grant opportunity for weed control in crown reserves. (Through the [Crown Reserves Improvement Fund](#)). Secretary to enquire via Brett Jones. . Applications close 17th November.

ACTION ITEMS:

- Secretary is to talk with Weeds Officer about the issue and potential solutions – followed by a letter if that would be helpful.
- TM to ask Brett's advice re another grant opportunity for weed control in crown reserves and could they put in an application by 17th November.

(iii) **Boundary marking.** Deferred till next meeting so that TH can enquire and report back on any progress with identifying any potential for some boundary marking to be carried out within current budgets (including Correctional Services budgets if necessary).

(iv) **Volunteer offer of remote sensing and mapping.** Glen Shennan has gained permission from Kris Witney to undertake the work and is arranging access and dates through Kate Plunkett. No further information. Note that since last meeting Glen agreed to wear

identifying clothing and place notification on the gate about the work her is doing on which dates.

ACTION ITEMS:

Secretary to ensure Glen follows through on signage etc.

(v) **Clearing by residents.** There has been some fuel load clearing and debris piling immediately west of 10 Geringa. This included at least one mature Callitris. It was suggested to that he Council Ranger be asked to investigate and talk to the resident responsible about tree clearing and the dumping of debris piles in the Reserve. It is necessary to also talk with JM about what will happen to those piles. (Louise suggested 'Snap, send and Solve' app is an efficient way to get a Council response.)

We need to keep an eye out for grant opportunities to run workshops on fuel reductions along their boundaries. .

ACTION ITEMS:

- TM to Ask J-M what the legal situation. re clearing and to request that the Ranger communicates with the resident re tree clearing and not to create piles.
- TM to talk with RFS and JM about potential grants for educating residents re fuel load clearing.

(vi) Items still on agenda but on the backburner for now

- **Gates and regulatory signage.** This item is on hold as we are waiting on the new fire trail to be built so that it can be identified which organisation will provide the gates and locks./
- **Closure of crown road reserve within CNRR** – *As yet no response from Crown Lands.*

6.2 Friends of North Ridge Reserve Bushcare group Update

Cotoneaster work has been completed and fire piles constructed in the APZ adjacent to the (residential) eastern boundary. Since then, two working bees have continued (away from the residential boundary) to good effect. The area from South Gate to the line of Geringa Ave has been treated once, with some follow up completed. .Spot spraying follow-up has been carried out at Doondoo and South gate Bushcare sites and will continue throughout the next 2 months.

6.3 BCRRF working group (Track signage grant). The completed project was launched on Friday Oct 20th on Balli PI entrance with speeches and ribbon cutting. Great speeches by Mayor, Hon. .Steve Whan, local member, Louise Jenkins and Suzanne Dunning. Louise gave a good run down on the history of the Reserve and what it means to the community. She and Suzanne were warmly thanked for their invaluable work to get this project conceived, funded and implemented.. Some final expenditure is being directed to plantings at the Balli PI and South Gate entrances. Some signage being completed.

Matt Kent, Tein and Louise developed preferences for plant species and quotes have been gained from two nurseries and for the supply of tree guards and mulch.. Community support required to assist with planting and ongoing watering. Landcare has expressed willingness to do this but it would also be important to seek support from Correctional Services teams and this is a large project and is best done all on one day.

Road between Doondoo and the water tank is showing erosion and LJ has brought it to council's attention.

6.4 RFS Update - 20/10/23 – JM Hawkins reported that the fire piles were to be burned during a window of time starting on Mond 23rd Oct. Residents were notified.

7. New Business

7.1 Resignation of Bella Grant from the Committee. Need for a new Committee member and a new secretary.

ACTION ITEMS:

:

Secretary: to Request Council. Advertise for one more member and to send a thank you letter to Bella Grant.

7.2. Great Southern Bioblitz is November 24-27, so Kelly Stubbs proposes a Sunday morning from 9:30am to 12pm on November 26th at NRR. Louise prepared to liaise but can't be there on the day.

ACTION ITEMS:

Secretary to pass Louise Jenkin's contact details to Kelly Stubbs.

8. Date of next meeting – Thurs 23rd November (as long as we have received feedback from JM and GT.

9. Meeting closed 6.58pm

Confirmed :

Chairperson

Date 23/11/23



Minutes

Arts and Culture 355 Advisory Committee

Date: 5.10.23

Time: 4:30pm

Location: Zoom

(NB Agenda subjects in black bold and minutes in red)

1. Opening and Acknowledgment of Country (CM as Chair opened the meeting at 4:35pm noting it was principally a special meeting to allow AG to present and explain the current position of the Committee's proposed Arts and Culture Strategic Plan (ACSP) which he was leading as well as to allow the Managing Director of Silver Lining Strategy (Stu Spiers) to provide an update of where he and his team were at in relation to the Event Activation Project that he was leading.

2. Attendance and apologies (PC)

Name	Position	Attendance
Craig Mitchell (CM)	SMRC Councillor (Chair)	✓
Louise Frolich (LF)	SMRC Councillor (Alternative Chair)	
Mark Adams (MA)	SMRC Coordinator Economic Development	✓
Peter Coumbis (PC)	SMRC Community Development Planner	✓
Andrew Gray (AG)	South East Arts CEO	✓
Andrei Davidoff (AD)	Community representative	Apology
Ron Dowd (RD)	Community representative	✓
Denise Ferris (DF)	Community representative	✓
Sue Haslingden (SH)	Community representative	✓
Lisa Matthes (LM)	Community representative	✓

3. Declaration of conflicts of interest (Nil)

4. Adoption of previous minutes(Unanimously adopted via circulating resolution with copies of final minutes preped by PC and approved by CM)

5. Business arising (CM)

• **How best to get a member of staff full time on arts and culture? (CM)**

- Committee prepares a Position Description(PD).
 - When the PD is agreed a recommendation should be put to Council for it to be adopted and implemented in calendar year 2024.
 - AG to lead in relation to the drafting of the PD by circulating a template in Word basd on those he has used at South-East Arts (SEA) .
- AG reported that the funding he had secured would enable SEA to engage a part-timer(20 hours pw) Cultural Deveopment Officer devoted to developing arts and culture in the SMRC LGA. He further reported that they should commence in November 2023 and that their main tasks would be:
 - Delivering outcomes from the list of actions in the A&C Strategic Plan.
 - Focusing on the available venues in the LGA and ensuring they are (a) compliant and fit for purpose & (b)utilised as fully as possible for A&C.
 - Develop the creative industries as defined and explained in the ACSP.
 - Develop cultural tourism throughout the LGA.
 - Work collaboratively with the Arts Council of NSW to develop tourism and social enhancement generally through all forms of A &C within LGA

Resolution: Committee to assist Council to implement the actions of both the SEA part-time Cultural Development Officer and (if and when engaged)Council's full-time Arts and Cultural Officer to carry out their respective duties and tasks.

Moved: LM

Seconded: DF

Passed: Unanimously

• **Update on Draft Governance Manual and Draft Charter(PC)**

- Explained that Council's Governance Team had put its prepartion of the overarching Governance Manual on hold due to higher priorities.
- In relation to the A&C Committee's Draft Charter we can now proceed with finalising it in-house submit it to Council for approval & adoption.
- PC will re-circulate it for consideration at the Committee's ordinary meeting originally scheduled for Tuesday 12.12.23 and likely to be changed to Thursday 14.12.23 as discussed at previous meetings.

• **Update on the Committee's Draft ACSP by AG:**

- AG explained what had taken place at the Senior Staff Workshop held on 2.6.23 led by him and the Councillor briefing held on 3.8.23 led by AG jointly with CM.
- The Draft ACSP was positively acknowledged and he had also received very useful suggestions especially from the Workshop.
- Main items that need to be included or re-arranged were: the A&C services Council was currently delivering; list key policies and strategies and policies; list principles first followed by the key actions in tables

- o nested within the section containing the principles appropriate to their subject matter ; and no specific time-frames only low, medium or high.
- o Highlight items such as effect of SAP on Lake Light Sculpture and SMEC Museum Project.
- o AG to talk about these matters with relevant officers within Council:Tenna Patterson and Nicole Plummer.

Resolution: Committee to adopt AG's proposal to revise the ACSP as proposed by AG and proceed with the preparation of a final version in graphic and layout version for approval by Council if possible at the public meeting on 16.11.23 failing which to ensure it is so presented in time for the last public meeting for calendar year 2023 which is 21.12.23.

Moved: LM

Seconded: DF

Passed: Unanimously

6. General Business:

- **SEA's Annual Fee (CM):**

Resolution: Committee to recommend to Council that SEA's fee of \$20,000 for the 23/24 FY to advise and assist Council and the Committee to enhance all Arts and Culture aspects within the LGA in accordance with the SMRC-SEA Agreement be approved.

Moved: CM

Seconded: PC

Passed: Unanimously

- **Recommendations made by A&C Committee to Council (LM):**

- o Request to review all previous minutes of the Committee prepared by Kristy Harvey(KH) that PC is able to locate within Council's files, prepare a list of the 19 out of 20 recommendations that KH had advised had been made by the Committee to see which ones had been implemented.
- o PC advised he would do his best to find the minutes which he believed he could, prepare a list of the 19 recommendations and check with Council's Executive and/or Governance Teams to ascertain which had and which had not been implemented.
- o PC advised that he would try to do this before the next special meeting and if not reasonably possible by the next ordinary meeting to be held on either 12 or 14.12.23.

- **Monaro in Pictures Book (PC):**

- o CM, PC, Gina McKonkey(Strategic Planning) and Sharon Goulay(Finance)located unspent funds of \$2334 from the Steve Rix *Shearer* sculpture which have now been included in the 23/34 Budget
- o Nicole Plummer obtained a quote to reprint the book for \$30 plus GST provided 50-100 were prepared.
- o We are ordering 70 which will be delivered to Council's Visitor Centre's and libraries in time for Xmas.

Resolution: Committee to proceed as outlined in PC's report subject to making minore chages and edits to update the text from 2016 to 2023 to show it is a revised reprint which has been sponsored by SMRC.

Moved: PC **Seconded:** CM **Passed:** Unanimously

• **Report by Stu Spiers on Event Activation Project**

- Stu explained how the funding was obtained, why it was a joint Bega and SMRC project and the methodolgy he was employing.
- He had been provided with a copy of an earlier version of the ACSP including the most recent drfat by PC and had taken it relevantly into account.
- The aim is to activate events in the two LGAs for 500 plus participants.
- Main types of events were sporting , enterinment and arts and culture.
- His team had conducted extensive surveys and consulted widely with the communiuty in both LGAss.
- While these were now completed he and his team were yet to conduct an analysis.
- He will have a draft report by early November which following discussion and feed back from Council and subject to their approval he could share with our Committee at an updated meeting in November(9.11.23 was suggested tenatiatively).
- Preliminary findings showed that SMRC was lagging two of its adjoining Councils(Bega and Eurobodalla) in A&C but that SMRC had lots of potential for significant growth which was an exciting prospect.
- In particular he had singled out the A&C facility at Monrao High School as a hugely under utilised resource that could be tapped into as well as dterining what role Council could and should play in the Event Activation Strategy once it is released.
- Date for next meeting will be locked in closer to the date

7. Date of next meeting: 9 November 2023(tenative)

8. Meeting close: 7.05pm

Minutes approved

Signed as a true and correct record.,

Chairperson _____
Craig Mitchell

Date 27. 11. 23

Numeralla Hall
Management Committee



Annual General Meeting
Held at the Numeralla Hall, 58 McLean St, Numeralla
On Tuesday 28 November 2023
Commencing at 7.30 pm

Chair:	Mark Shubert	Present
Secretary:	Vacant (Mark Shubert, Jeannette Cowood and Peter Wood shared the duties)	
Treasurer:	Peter Wood	Present
Bookings Officer:	Jeannette Cowood	Present
Committee Member:	Wendy Prichard	Present
Committee Member:	Cheryl Watt	Apology
Committee Member:	Glenn Griffin	Apology
Committee member:	Kate Dale	Apology
Returning Officer:	Glenn Jackson	Present

Chair Mark Shubert opened the meeting at 7.30 pm

Acceptance of apologies *Moved:* Mark Shubert; *Seconded:* Wendy Prichard

Adoption of previous AGM minutes held on 13 December 2022

Moved: Peter Wood *Seconded:* Jeannette Cowood

Chairpersons Report: Delivered vocally, Thanked all for their efforts. (Appended).

Moved: Mark Shubert *Seconded:* Peter Wood

Secretaries Report: The position is vacant. Mark, Peter and Jeannette have managed the secretarial duties and attempted to recruit a secretary, but so far unsuccessfully because of the time constraints of most likely candidates. All committee members are aware via email of all events and incoming/outgoing communications. Jeannette has taken on publicity and events promotion very successfully (with much effort). Two Musical performances have recently been facilitated by the committee.

Moved: Mark Shubert *Seconded:* Wendy Pritchard

Treasurers Report: Summarised at the meeting and appended.

A grant for \$9500 was recently achieved by Peter Wood for air conditioning of the kitchen and BBQ rooms. Also need recalibration/ refurbishment of fridges and freezers in the kitchen and bar.

Main income was \$945 from Folk Festival distribution of profits by NDAI. There are still outstanding invoices including one from contractor for excavating sub-floor for us to access and remediate severe structural damage to the walls. Detailed report appended.

Moved: Peter Wood: *Seconded:* Wendy Prichard.

At 8.08 PM, the Chair Mark Shubert declared all positions vacant and the Returning Officer

Glenn Jackson presided over the election of office bearers.

Chairperson: Mark shubert *Moved:* Jeannette Cowood. *Seconded:* Peter Wood

Vice Chairperson: Peter Wood *Moved:* Mark Shubert *Seconded:* Wendy Prichard

Secretary:)Mark Shubert (acting, others assisting) *Moved:* Wendy Prichard
Seconded: Peter Wood

Treasurer: Peter Wood *Moved:* Mark Shubert *Seconded:* Wendy Prichard.

Booking and Publicity Officer: Jeannette Cowood *Moved:* Wendy Prichard. *Seconded* Mark Shubert

At 8.30 PM The Returning Officer handed the Chair to the newly elected Chairperson

The chairperson welcomed the new committee

General Meeting dates for 2024 are decided (subject to availability of members)

March 5

June 4

September 3

December 3

2024 AGM December 3 at 7:30PM (preceeding a GM)

A special generalmeeting will be conducted on Wednesday December 6, 2023 at 7PM to discuss Committee specific Booking forms and Conditions of hire.

There being no further business the Meeting Concluded at: 8.45 PM

(the minutes are to be signed and dated by the Chairperson at the next General Meeting).

Mark Shubert 6 December

NUMERALLA DIGGERS MEMORIAL HALL

Annual General Meeting 28 November 2023

Chairpersons Report

My greatest thanks to Peter Wood and Jeannette Cowood.

Thanks to Pete for so many days of tiring work on the hall structure. As Treasurer of the committee, he has persisted through the chaos of computer failures, NBN outages and unfamiliar accounting systems.

Thanks to Pete and Martina Donkers for securing the grant for air conditioning.

Thanks to Jeannette for contributing so much time and effort to managing bookings, promoting, publicising and organising events (and just keeping us on track). The musical events have been small but are the beginnings of greater things to come. Thanks to Glenn Griffin for his discussions of the way forward.

Thanks to our travelling and working members for staying in touch as much as possible and helping us with our communications problems. Your input is greatly appreciated. Our sympathies have been sent to Cheryl for her mothers' illness.

Thanks to Kevin Prichard and Bob Peel for their voluntary work on the hall grounds and general assistance.

This year our interactions with Council staff members have been far more frequent and satisfactory than in any previous year.

Thanks to Council's administration of the NSW Gov't grant. Stage 1 of work to make the hall comply with current standards has been undertaken. The contractors have installed a disabled parking space and replaced 3 emergency exit doors, (yet to be painted and weather sealed).

Mark

10.2 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING 23 JANUARY 2024

Record No: I24/73

OFFICER'S RECOMMENDATION

That the recommendations of the Local Traffic Committee meeting held on 23 January 2024 be noted.

EXECUTIVE SUMMARY

The Local Traffic Committee met on 23 January 2024 in the Cooma Council Chambers. The Committee's recommendations are presented for Council's consideration.

RESPONSIBLE OFFICER: Road Safety Officer

ATTACHMENTS

1. Local Traffic Committee Minutes - 23 January 2024
-



Minutes

Local Traffic Committee Meeting

23 January 2024

**LOCAL TRAFFIC COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER ST COOMA NSW 2630
ON TUESDAY 23 JANUARY 2024**

MINUTES

Notes:

1.	OPENING OF THE MEETING	2
2.	APOLOGIES	2
3.	DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST	2
4.	ADOPTION OF MINUTES OF PREVIOUS MEETING	2
4.1	Local Traffic Committee Meeting 21 November 2024	2
5.	BUSINESS ARISING	2
6.	ACTION SHEET	2
6.1	BOMBALA COMMUNITY CENTRE - REQUEST FOR "NO STOPPING" SIGNS	3
6.2	BERRIDALE ANZAC DAY CEREMONIES - 2024 - REQUEST BY SNOWY RIVER RSL SUB-BRANCH	3
6.3	BOMBALA SHOW Road Closures - BOMBALA EXHIBITION SOCIETY	3
6.4	JINDABYNE ANZAC DAY CEREMONIES - 2024 - REQUEST BY SNOWY RIVER RSL SUB-BRANCH	3
6.5	KALKITE BUS SHELTER ISSUES	3
6.6	LIGHTING ISSUE - NORTH END OF COMMISSIONER STREET, COOMA	4
6.7	BOMBALA ANZAC DAY ROAD CLOSURES	4
6.8	DELEGTE ANZAC DAY CEROMONIES - 2024 - REQUEST BY DELEGATE RSL SUB-BRANCH	4
6.9	Trail Run Australia - Snowy mountains Trail Run 24 Feb 2024 (Late Item)	4
7.	CORRESPONDENCE	5
8.	GENERAL BUSINESS	5
9.	MATTERS OF URGENCY	5
10.	NEXT MEETING	5

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, 81 COMMISSIONER ST COOMA NSW 2630
ON TUESDAY, 23 JANUARY 2024
COMMENCING AT 09:30 AM**

PRESENT: Gary Shakespeare, on behalf of SMRC Manager Infrastructure,
Lauren Viney, SMRC Road Safety Officer (Chair)
Blair Oliver, Transport for NSW
Stephen Banner, NSW Police
Paula Bosch – SMRC Infrastructure Administration Officer (Secretariat)

1. OPENING OF THE MEETING

The Chair opened the meeting at 9.32AM

2. APOLOGIES

An apology for the meeting was received from Zachary Crombie-Brown, SMRC Manager Infrastructure; Chris Hanna, SMRC Mayor; Sharon Horner, Transport for NSW, Adam Kite, NSW Police, Ankit Bhangale, Transport for NSW.

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 LOCAL TRAFFIC COMMITTEE MEETING 21 NOVEMBER 2024

RECOMMENDATION

THAT the minutes of the Local Traffic Committee Meeting held on 21 November 2023 are confirmed as a true and accurate record of proceedings.

Moved: Gary Shakespeare, Seconded: Blair Oliver

5. BUSINESS ARISING

NIL

6. ACTION SHEET

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 23 JANUARY 2024

Page 3

6.1 BOMBALA COMMUNITY CENTRE - REQUEST FOR "NO STOPPING" SIGNS

Record No: I23/780

OFFICER'S RECOMMENDATION

That Council approve the request to erect "NO STOPPING" signs to prevent the continued parking of private vehicles across the access driveway to Council infrastructure, subject to consultation with local business owners.

6.2 BERRIDALE ANZAC DAY CEREMONIES - 2024 - REQUEST BY SNOWY RIVER RSL SUB- BRANCH

Record No: I23/783

OFFICER'S RECOMMENDATION

That RSO consult with organisers to clarify time and ensure ROL is obtained and TGS is updated.

6.3 BOMBALA SHOW ROAD CLOSURES - BOMBALA EXHIBITION SOCIETY

Record No: I23/765

OFFICER'S RECOMMENDATION

That Council approve the request from Bombala Exhibition Society for the temporary road closures of Forbes Street and Caveat Street between Wellington and Mercy Streets on Saturday 16 March and Sunday 17 March 2024, between the hours of 7:00am and 7:00pm.

6.4 JINDABYNE ANZAC DAY CEREMONIES - 2024 - REQUEST BY SNOWY RIVER RSL SUB-BRANCH

Record No: I23/784

OFFICER'S RECOMMENDATION

That Council approve the temporary road closure of Kosciuszko Road between Banjo Paterson Crescent to the South and McClure Circuit to the North between 9:00am and 10:10am on April 25, 2024, pending ROL and updated TGS.

6.5 KALKITE BUS SHELTER ISSUES

Record No: I23/807

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 23 JANUARY 2024

Page 4

OFFICER'S RECOMMENDATION

That

- a) Council erect a "NO STOPPING" sign (weekdays only) on the North-North Eastern side of the bus stop, and
- b) that Council investigate the viability of establishing a "CAR POOL PARKING" for up to 5 vehicles on the Western side of the Eucumbene Road, and
- c) that Council consider options for further funding through CPTIGS Grant to make improvements to the new bus shelter to provide further protection from the elements.

6.6 LIGHTING ISSUE - NORTH END OF COMMISSIONER STREET, COOMA

Record No: I23/811

OFFICER'S RECOMMENDATION

That Council approve the installation of a street light on the existing light pole outside 3 Commissioner Street for improved visibility, safety and security.

6.7 BOMBALA ANZAC DAY ROAD CLOSURES

Record No: I23/816

OFFICER'S RECOMMENDATION

That Council approve the temporary road closures of;

1. Forbes Street between Therry Street and Wellington Street,
2. Maybe Street between Caveat Street and Burton Street,
3. Caveat Street, between Wellington Street and Maybe Street,

for the period between 10:00m and 12:30pm on April 25, 2024, pending updated TGS.

6.8 DELEGTE ANZAC DAY CEROMONIES - 2024 - REQUEST BY DELEGATE RSL SUB-BRANCH

Record No: I23/776

OFFICER'S RECOMMENDATION

That Council approve the application from the Delegate RSL sub-branch for temporary road closures for the ANZAC Day ceremonies on 25 April 2024 on Bombala Street, between Church Street, and Victoria Parade; and Campbell Street, between Bombala Street, and William Street between the hours of 10am and 12pm, pending updated TGS.

6.9 TRAIL RUN AUSTRALIA - SNOWY MOUNTAINS TRAIL RUN 24 FEB 2024 (LATE ITEM)

Record No: I24/12

Officer's Recommendation:

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING OF SNOWY MONARO REGIONAL COUNCIL
HELD ON TUESDAY 23 JANUARY 2024

Page 5

That Council approve a traffic management point to be set up on Kosciuszko Road as a slow zone for runners to cross the road during the event.
Further, that Council also approve another slow zone for vehicle management be set up at Thredbo river carpark picnic area.
Event organisers will review the crossing point on Kosciuszko Rd between Hatchery and Gaden to ensure runners know that priority may be given to traffic as per ROL conditions.

7. CORRESPONDENCE

NIL

8. GENERAL BUSINESS

8.1 TIMED PARKING ON KOSCIUSZKO ROAD OUTSIDE OLD TOWN CENTRE - JINDABYNE

Record No: I23/792

OFFICER'S RECOMMENDATION

Recommend further investigation into timed parking at the layby on Kosciuszko Rd, pending further consultation with bus operators, TfNSW and local business owners.

9. MATTERS OF URGENCY

NIL

10. NEXT MEETING

TfNSW and the Road Safety Officer will be unavailable for a Local Traffic Committee Meeting on Thursday 22 February due to prior commitments. Meeting date to be confirmed by committee members.

There being no further business the Chair declared the meeting closed at 11.25AM

CHAIRPERSON

The above minutes of the Local Traffic Committee Meeting of Snowy Monaro Regional Council held on 23 January 2024 were confirmed by Committee at a duly convened meeting on 23 January 2024 at which meeting the signature hereon was subscribed.

11.1 SCENIC ASSESSMENT - COONARANG WINDFARM

Record No: I24/68

Councillor Narelle Davis has given notice that at the Ordinary Meeting of Council on 15 February 2024, she will move the following motion.

MOTION

That Council write to the Member for Monaro Steve Whan, requesting that the NSW Department of Planning undertake a scenic overlay assessment of the visual impact of the proposed Coonarang Windfarm. This windfarm is planned to be developed on both sides of the Monaro Highway between Cooma and Nimmitabel.

RESPONSIBLE COUNCILLOR: Councillor Narelle Davis.

BACKGROUND

Snowy Monaro Regional Council (SMRC) resolved at the November 30, 2023 council meeting not to fund the scenic overlay study because council is not in a financial position to undertake this study. This windfarm proposal will be assessed and approved or not approved by the NSW Government. The community has voiced concerns of the possible visual and environmental impact of this windfarm location. The Monaro Treeless Plain is well recognised by the wider community and scientific groups as a unique eco system of native grass lands that has little tree cover. Council and the Coonarang windfarm developers have heard community concerns regarding the visual impact to the Monaro Landscape. This scenic overlay assessment is required to inform all parties of the visual and environmental impacts on this iconic landscape.

ATTACHMENTS

1. Cr Davis - Notice of Motion Form
-



Form | 250.2022.82.1

Notice of Motion

Executive Office

Details of Council Meeting

Date of Meeting 15 February 2024

Submitted by Councillor Davis

Signature

Date

31 January 2024

Motion

Snowy Monaro Regional Council write to the Member for Monaro Steve Whan, requesting that the NSW Department of Planning undertake a scenic overlay assessment of the visual impact of the proposed Coonarang Windfarm. This windfarm is planned to be developed on both sides of the Monaro Highway between Cooma and Nimmitabel.

Background

Snowy Monaro Regional Council (SMRC) resolved at the November 30, 2023 council meeting not to fund the scenic overlay study because council is not in a financial position to undertake this study.

This windfarm proposal will be assessed and approved or not approved by the NSW Government. The community has voiced concerns of the possible visual and environmental impact of this windfarm location.

The Monaro Treeless Plain is well recognised by the wider community and scientific groups as a unique eco system of native grass lands that has little tree cover. Council and The Coonarang windfarm developers have heard community concerns regarding the visual impact to the Monaro Landscape.

This scenic overlay assessment is required to inform all parties of the visual and environmental impacts on this iconic landscape.

250.2022.82.1	Executive Office	Issue: 31/05/2022	Revision: 31/05/2025	Page 1 of 2
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Council's Code of Meeting Practice provides as follows

- 3.9 A Councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted ten (10) full business days before the meeting is to be held.
- 10.2 A Councillor who has submitted a notice of motion under clause 3.9 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or
- 10.8 Any motion, amendment or other matter that the chairperson has ruled out of order is deemed to have been lost. Full details of the Code of Meeting Practice can be found on Council's website: <https://www.snowymonaro.nsw.gov.au/Council/Meetings>

For further information or assistance on completing this form please contact the Executive Office at SMRCExecOffice@snowymonaro.nsw.gov.au

250.2022.82.1	Executive Office	Issue: 31/05/2022	Revision: 31/05/2025	Page 2 of 2
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12.1 CHANGE TO AGENDA ORDER

12.1 CHANGE TO AGENDA ORDER

Record No: I24/84

RECOMMENDATION

That Council amend the order of business to bring forward item 9.2.3 – Adoption of the 2022/23 Financial Statements, to the start of business and then continue with the remaining items.

EXECUTIVE SUMMARY

I am asking for this order to be changed to allow Sue Prichard, the external auditor, to be available to answer questions from Councillors regarding item 9.2.3.

REPORT

Nil

ATTACHMENTS

Nil

13.1 USE OF HIRE AND RENTAL VEHICLES

13.1 USE OF HIRE AND RENTAL VEHICLES

Record No: I24/71

OFFICER'S RECOMMENDATION

That the response to the question/s be noted.

QUESTIONS BY: Cr Williamson

QUESTION

1. Does council rent or hire cars, utilities or trucks? If so, for what purposes and for what length of time on average?
2. How much did council spend hiring or renting cars, utilities or trucks in FY 2021/22, FY 2022/23 and thus far this current financial year? Please provide the answers for each category of vehicle where possible.
3. Has council rented or hired cars, utilities or trucks for use by persons other than council employees, or has council reimbursed non-council employees for vehicles rented or hired? If so, why?
4. What is the longest length of time that any individual or team utilised rented or hired vehicles over the past few years?

RESPONSIBLE OFFICER: Cr Luke Williamson

RESPONSE

Due to the level of detail and scope of the questions raised, this will require a manual search through records and systems in order to fully respond to the questions. There is insufficient time and resources currently available to address these matters manually for the February meeting and a response will be provided at the 21 March 2024 Ordinary Council meeting.

ATTACHMENTS

1. Questions Form - Cr Williamson
-



Form |

Question Form

Executive Office

Submitted for Meeting of
(Council or name of Committee)

Date of Meeting 15-Feb-2024

Submitted by
(Councillor name) Luke Williamson

Signature

Date
31-1-24

Subject Use of hire or rental vehicles

Question

I'd like some information in relation to council's expenditure on rented or hired vehicles please. My questions are:

1. Does council rent or hire cars, utilities or trucks? If so, for what purposes and for what length of time on average?
2. How much did council spend hiring or renting cars, utilities or trucks in FY 2021/22, FY 2022/23 and thus far this current financial year? Please provide the answers for each category of vehicle where possible.
3. Has council rented or hired cars, utilities or trucks for use by persons other than council employees, or has council reimbursed non-council employees for vehicles rented or hired? If so, why?
4. What is the longest length of time that any individual or team utilised rented or hired vehicles over the past few years?



Please email to Secretary Council and Committees:
SMRCExecOffice@snowymonaro.nsw.gov.au

Council's Code of Meeting Practice provides as follows:

- 3.9 A Councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted ten (10) full business days before the meeting is to be held.
- 3.13 A Councillor may, by way of a notice submitted under clause 3.9, ask a question for response by the Chief Executive Officer about the performance or operations of the council.
- 3.14 A Councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the Chief Executive Officer or a member of staff of the council, or a question that implies wrongdoing by the Chief Executive Officer or a member of staff of the council.
- 3.15 The Chief Executive Officer or their nominee may respond to a question with notice submitted under clause 3.13 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.

Full details of the Code of Meeting Practice can be found on Council's website:
<https://www.snowymonaro.nsw.gov.au/Council/Meetings>

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 Yallabee Lodge Divestment

Item 14.1 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

14.2 Legal Actions and Potential Claims Against SMRC

Item 14.2 is confidential in accordance with s10(A)(2)(e) of the Local Government Act because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

14.3 CEO's Performance Agreement

Item 14.3 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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.