

Snowy Valleys Council



SNOWY VALLEYS COUNCIL MEETING BUSINESS PAPER 23 NOVEMBER 2017

THE MEETING WILL BE HELD AT 2.00PM
IN THE SNOWY VALLEYS COUNCIL CHAMBERS, BRIDGE STREET, TUMBARUMBA

Disclosure of Pecuniary Interests at meetings

- Item from Bluet Local Government Handbook

[14.125] A Councillor or a Council Committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable. The person must not be present at, or in the sight of, the meeting either at any time during which the matter is being considered or discussed or at any time during which a vote is being taken on any question relating to the matter (s 451). A Councillor who has declared a pecuniary interest in a matter before the council but has withdrawn from the meeting because of that declaration is not counted in considering whether the meeting is quorate for that matter.

Disclosure of Political Donations and Gifts

The Environmental Planning and Assessment Act 1979 places obligations on Councillors, staff, applicants and any person who makes a public submission, to disclose information relating to political donations and gifts during the environmental plan making or development assessment process.

Furthermore, for each planning decision made at a Council or Committee Meeting, the names of Councillors who supported the decision and those that oppose the decision must be recorded.

The fact that political donations or gifts have been made by applicants / proponents of a planning application should not affect whether an application is approved or refused. Political donations or gifts should not be relevant in making a determination. The matter should be determined on its merits. Nor do they provide grounds for challenging the determination of any applications.

For further information, visit www.planning.nsw.gov.au/donations

Public Recording of Meetings prohibited without Council authority

A person may use any recording device, including audio and visual recording and any device capable of recording speech, to record the proceedings of a meeting of a council or a committee of a council only by the resolution of the council or committee.

A person may, be expelled from a meeting of a council or a committee of a council or using or having used a tape recorder without consent.

Photography

Flash photography is not permitted at a meeting of the Council or a Committee of the council without the consent of the General Manager.

Public Forum (extract from the Code of Meeting Practice)

a) All prospective public forum speakers must advise the General Manager of their wish to address Council by the Monday prior to a Council meeting.

They must also provide a verbal or written précis of the subject matter at that time.

b) The public forum section shall only operate for a period of thirty (30) minutes immediately after apologies have been formally received.

c) Preference shall be given to addressees who wish to speak to any item before Council at that particular meeting.

d) The maximum time allowed for each speaker will be 5 minutes.

e) Not more than two members of a group may speak.

f) All persons addressing the meeting shall speak to the Chair.

g) The Chairperson may curtail the public participation where the information being presented is considered repetitive or irrelevant.

h) Councillors may ask questions of the person/s addressing Council only if so approved by the Chair.

i) Councillors will not enter into general debate with the speakers.

j) The Mayor is to approve of variations to this procedure in urgent / compelling circumstances.

k) All people / organisations who wish to address Council be made aware of the above condition.



Thursday 23 November 2017
Snowy Valleys Council Chambers
Bridge Street, Tumbarumba
2.00pm

AGENDA

1. ACKNOWLEDGEMENT OF COUNTRY

2. APOLOGIES AND LEAVE OF ABSENCE

3. DECLARATIONS OF PECUNIARY INTEREST

Pursuant to Section 451 of the Local Government Act (1993), Councillors are required to declare any direct or indirect pecuniary interest in any matters being considered by Council.

4. PUBLIC FORUM

5. CONFIRMATION OF MINUTES

- 5.1 ORDINARY MEETING - 26 OCTOBER 20173
- 5.2 BUSINESS ARISING

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12. MEETING CLOSURE

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 26 October 2017

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 26 October 2017 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE SNOWY VALLEYS
COUNCIL CHAMBERS, 76 CAPPER STREET, TUMUT, ON THURSDAY 26 OCTOBER
2017 COMMENCING AT 2:00 pm.**

PRESENT: Councillor Andriana Benjamin, Councillor Cate Cross, Councillor Julia Ham, Councillor James Hayes, Councillor Margaret Isselmann, Councillor John Larter, Councillor Geoff Pritchard, Councillor Cor Smit, Councillor Bruce Wright

IN ATTENDANCE: Acting General Manager David Aber, Director of Infrastructure and Assets Matt Christensen, Director of Internal Services Robyn Harvey, Director Strategy, Community and Development Gus Cox and Executive Assistant Susan Ivill

1. ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the Traditional Custodians of the Land was delivered by the Mayor James Hayes.

2. APOLOGIES

Councillor Cate Cross requested leave of absence from the 23rd November 2017 meeting.

MOTION PUT that Councillor Cate Cross' leave of absence from the 23rd November 2017 meeting be granted.

Margaret Isselmann/John Larter

MOTION PUT AND CARRIED

M170/17 RESOLVED that Councillor Cate Cross' leave of absence from the 23rd November 2017 meeting be granted.

Margaret Isselmann/John Larter

3. DECLARATIONS OF INTEREST

Nil

4. PUBLIC FORUM

Michael Russell and Scott Prior addressed Council regarding the Khancoban Country Club.

5. CONFIRMATION OF MINUTES

M171/17 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 28 September 2017 be received.

Margaret Isselmann/Julia Ham

5.1 BUSINESS ARISING

Nil

The Mayor James Hayes tabled the following Mayoral Minute for consideration.

MAYORAL MINUTE

M172/17 RESOLVED that a report be prepared at the earliest convenience highlighting parking issues in the Snowy Valleys Council with particular emphasis on the parking contribution required for developments in the former Tumut Shire Council.

James Hayes

MOTION PUT that the motion relating to the Khancoban Country Club be moved to the Confidential Section of the meeting as it contains personal matters concerning particular individuals and information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business with.

Margaret Isselmann/Cate Cross

MOTION PUT AND CARRIED

M173/17 RESOLVED that the motion relating to the Khancoban Country Club be moved to the Confidential Section of the meeting as it contains personal matters concerning particular individuals and information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business with.

Margaret Isselmann/Cate Cross

6. CORRESPONDENCE/PETITIONS

Nil

7. NOTICES OF MOTION/NOTICES OF RESCISSION

7.1 WAIVING ALL POOL FEES

MOTION PUT that Council move into committee of the whole for discussion.

Margaret Isselmann/Cate Cross

MOTION PUT AND CARRIED

M174/17 RESOLVED that Council move into committee of the whole for discussion.

Margaret Isselmann/Cate Cross

MOTION PUT that Council move out of committee of the whole.

Margaret Isselmann/Bruce Wright

MOTION PUT AND CARRIED

M175/17 RESOLVED that Council move out of committee of the whole.

Margaret Isselmann/Bruce Wright

M176/17 RESOLVED:

That Council waives the entrance fee for any pool operated by Snowy Valleys for a 12 month trial period (2017/2018 season). That a report be tabled on completion of the trial indicating the social and financial implications of continuing free entry to Council operated pools in the future, and

The fees remain the same after the trial period, strong behaviour management policy be put in place, hot showers in Tumbarumba to be charged and all people be refunded that have paid this year and a pool user survey be conducted on entry.

John Larter/Margaret Isselmann

7.2 IMPROVEMENTS TO ADELONG POOL

M177/17 RESOLVED:

That Council prepares a report outlining design options, cost, funding sources and/or potential community partnerships to upgrade existing infrastructure at the Adelong Pool to improve the capability and serviceability to provide year round swimming.

John Larter/Andrianna Benjamin

7.4 MAJOR INDUSTRY COMMITTEE

RECOMMENDATION:

That Council establishes a Major Industry Committee.

MOTION PUT that Council move into committee of the whole for discussion.

Margaret Isselmann/John Larter

MOTION PUT AND CARRIED

M178/17 RESOLVED that Council move into committee of the whole for discussion.

Margaret Isselmann/John Larter

MOTION PUT that Council move out of committee of the whole.

Margaret Isselmann/Cate Cross

MOTION PUT AND CARRIED

M179/17 RESOLVED that Council move out of committee of the whole.

Margaret Isselmann/Cate Cross

MOTION WITHDRAWN

7.5 TOURISM COMMITTEES

RECOMMENDATION:

That Council:

1. Establishes a Tourism Committee, and
2. The Tourism Committee establishes appropriate sub Committees for defined interest such as the Tumbarumba-Rosewood rail trail and the Hume and Hovel track.

Geoff Pritchard/Andrianna Benjamin

MOTION PUT that Report **9.4 Tourism Advisory Committee** be brought forward for discussion.

Margaret Isselmann/John Larter

MOTION PUT AND CARRIED

M180/17

RESOLVED that Report **9.4 Tourism Advisory Committee** be brought forward for discussion.

Margaret Isselmann/John Larter

9.4 TOURISM ADVISORY COMMITTEE

RECOMMENDATION:

That;

1. Council defers the formation of a Tourism Advisory Committee until the draft Destination Management Plan is issued in January 2018. This plan will specifically address whether a Tourism Advisory Committee is required and the structure and purpose of this committee; and
2. All existing Section 355 Committees that relate to tourism be retained in their current form.

MOTION PUT that report **9.4 Tourism Advisory Committee** be deferred to the 23rd November Ordinary meeting of Council.

Margaret Isselmann/John Larter

MOTION PUT AND CARRIED

M181/17

RESOLVED that report **9.4 Tourism Advisory Committee** be deferred to the 23rd November Ordinary meeting of Council.

Margaret Isselmann/John Larter

MOTION PUT that the motion **7.5 Tourism Committees** be deferred to the 23rd November Ordinary meeting of Council.

Margaret Isselmann/Geoff Pritchard

MOTION PUT AND CARRIED

M182/17 RESOLVED that the motion **7.5 Tourism Committees** be deferred to the 23rd November Ordinary meeting of Council.

Margaret Isselmann/Geoff Pritchard

8. GOVERNANCE AND FINANCIAL REPORTS

8.1 STATEMENT OF INVESTMENTS AS AT 30 SEPTEMBER 2017

M183/17 RESOLVED

That Council receive the Statement of Investments as at 30 September 2017.

John Larter/Margaret Isselmann

8.2 REVIEW OF SECTION 355 COMMITTEES

M184/17 RESOLVED:

That

1. That the proposed amendments be made to the Council register containing Section 355 Committees.

2. That Council elect alternate delegates to Committees as follows:

Batlow Development League – Margaret Isselmann

Tumut Community Transport Service – John Larter

Festival of the Falling Leaf – Andrianna Benjamin

Glenroy Heritage Reserve Committee – Julia Ham

Mountain Landcare Committee Tumbarumba – Bruce Wright

Rosewood Community Shed Committee – Bruce Wright

Talbingo Progress and Ratepayers Assoc – Cate Cross

Tooma Recreation Reserve Committee – Julia Ham

Tumbafest Committee – Bruce Wright

Tumbarumba Airfield Committee – Julia Ham

Tumbarumba Friends of the Library – Julia Ham

Tumbarumba Historical Society – Julia Ham

Tumbarumba Men's Shed – Cor Smit

Tumbarumba RSL Memorial Hall Management Committee – Julia Ham

TumbaTrek Committee – No alternate delegate required

Tumbarumba Musicians and Dramatic Arts Group – Cor Smit

3. Communication by writing to each of the Committees to advise the Committee of their Council delegate and provide them with a list of expectations as outlined in the Section 355 Committee guidelines;
4. Council conduct a review of all Committee Terms of Reference for each the Section 355 Committee of Council in consultation with the Committee.
5. The amended Terms of Reference be endorsed by Council.

8.3 DELEGATION OF AUTHORITY TO SIGN "STATEMENT BY COUNCIL ON ITS OPINION OF THE ACCOUNTS" FOR THE 2016/17 ANNUAL FINANCIAL STATEMENTS

M185/17 RESOLVED:

That in accordance with Section 413 of the Local Government Act, and subject to endorsement from the Internal Audit Committee, Council resolve:

- 1 That its 2016/17 Annual Financial Statements are in accordance with:
 - a. The Local Government Act 1993 (as amended and the Regulations made there under);
 - b. The Australian Accounting Standards and Professional Procurements;
 - c. The Local Government Code of Accounting Practice and Financial Reporting;
 - d. That they present fairly the Council's 2016/17 operating result and financial position;
 - e. That the accord with Council's accounting and other records; and
 - f. That Council is not aware of any matter that would render this report false or misleading in any way.
- 2 To delegate authority to the Mayor, Deputy Mayor, General Manager and the Responsible Accounting Officer to sign the 'Statement by Council on its Opinion of the Accounts' (clause 215 of the Local Government General Regulation).
- 3 That the General Manager be 'authorised to issue' the 2016/17 accounts immediately upon receipt of the auditor's report.

Minutes of the Meeting of the Snowy Valleys Council held in the Snowy Valleys Council Chambers, 76 Capper Street, Tumut on Thursday 26 October 2017

- 4 To invite Council's Auditor to attend the November Ordinary Council Meeting to present the 2016/17 Financial Reports.

John Larter/Margaret Isselmann

9. MANAGEMENT REPORTS

9.1 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2017

M186/17 RESOLVED:

1. That two voting delegates be nominated for the 2017 LG NSW Conference being the Mayor and Deputy Mayor.
2. That the Council determines if any other Councilors will be permitted to attend the Conference.
3. That all Councillors who wish to attend be permitted to attend.

John Larter/Margaret Isselmann

9.2 PROPOSED CROWN ROAD CLOSURE

M187/17 RESOLVED:

That Council support the closure of public roads outlined in Cluster 583664 and 583573.

John Larter/Margaret Isselmann

9.3 DECLARATION OF ALCOHOL FREE ZONES

M188/17 RESOLVED:

That Council:

1. Resolves to declare Alcohol Free Zones for a period of four (4) years at:
 - a) Adelong: Tumut Street, Campbell Street, Neil Street, Havelock Street, Lockhart Street;
 - b) Batlow: Weemala Lookout (all of the Lookout area from the junction of the access road and carpark);
 - c) Batlow: Central Town area including the following roads - Selwyn Street from Tumbarumba Road to Pioneer Street, then Pioneer Street to Reedy Street, then Reedy Street to Tumbarumba Road, then Tumbarumba Road to Selwyn Street;
 - d) Tumut: CBD main streets - Wynyard Street between Fitzroy and

Capper Streets. Russell Street between Richmond and Merivale Streets;

- e) Tumut: (NEW) Elm Drive from the racing stables to the Tumut Showgrounds parking area and boat launch inclusive;
- f) Tumut: (NEW) Alcohol Free and Alcohol Prohibition Zone - Car Park, Skate park and children's play area to public toilets and picnic area of Bull Paddock adjacent to Fitzroy Street;
- g) Tumut: Alcohol and Alcohol Prohibition Zone - Kells Lane at the Little River Bridge, excluding private land;

2. Commit a \$6,000 budget to the replacements of signage;

3. Advertise the declaration of the Alcohol Free Zone in accordance with the provisions of Section 644B(3) of the Local Government Act 1993.

Cor Smit/Andrianna Benjamin

10. MINUTES OF COMMITTEE MEETINGS

10.1 MINUTES OF THE YOUTH COUNCIL COMMITTEE HELD 11 OCTOBER 2017

M189/17 RESOLVED:

That the Minutes of the Youth Council Committee meeting held on 11 August 2017 be received and the following recommendations contained therein be adopted:

Margaret Isselmann/John Larter

COMMITTEE REPORTS:

Tumut Skate Park Community Consultation

RESOLVED:

That Council contribute funding and assistance towards redesigning and building an improved and more functional youth space at the Tumut Skate Park.

Margaret Isselmann/John Larter

10.2 MINUTES OF THE SPORTS COMMITTEE HELD ON 03 OCTOBER 2017

M190/17 RESOLVED:

That the Minutes of the Sports Committee meeting held on 03 October 2017 be received and the following recommendations contained therein be adopted:

That the Council allocate the following capital grant applications for the financial year 2017/2018.

Applicant	Project Location	Brief Project Description	Funding \$
Adelong Junior Sports Foundation	Adelong	Purchase of 8 portable shade shelters	3,480
Tumut Basketball Assoc. Inc.	Tumut Basketball Stadium	Seating	18,000
Tumut Junior Cricket Assoc.	Bull Paddock	Training facility	4,000
Tumut Clay Target Club Inc.	Wyangle Reserve	Pathway construction	2,969
Tumut Golf Club	Tumut Golf Course	6 teaching kits	3,200
Tumut Rugby Club	Jarraah Oval	Top dressing	6,406
Tumut Lawn Tennis Club	Tumut Tennis Club	Pathway construction	1,945
		TOTAL	\$40,000

Andrianna Benjamin/Cor Wright

The Mayor James Hayes declared a non-pecuniary interest as a Board Member of the Bendigo Bank, not the Adelong Junior Sports Foundation.

L.1 PLANNING PROPOSAL FOR TUMUT LEP 2012 (AMENDMENT NO. 4)

M191/17 RESOLVED:

That Council adopt the Planning Proposal for Tumut LEP 2012 (Amendment No. 4) and forward it to the Department of Planning with a request for a Gateway Determination.

Julia Ham/John Larter

STATEMENTS WITHOUT NOTICE

John Larter

1. Queried what is Councils involvement on the planning committee for the Tumut Hospital.

Margaret Isselmann

1. Expressed concerns about the implications of the new Environmental Planning Document – LEP – and suggested Council should hold a workshop and be informed.
2. Is keen to attend the public meeting in Wagga Wagga of the District Local Area Health and encouraged all Councillors to attend.
3. Thanked the General Manager for his work over the past several months.
4. Acknowledged the efforts of the organisers of the Batlow Apple Blossom Festival. It was a great success.

Andrianna Benjamin

Nil

Cor Smit

Nil

Gus Cox

1. Indicated that the Tumbarumba MPS works are about to begin. It is a 2 year project with community consultation to commence soon.
2. The Container Deposit Scheme is still in negotiation, proposed 1st of December. Information should be communicated to the community soon.

Julia Ham

1. Thanked Council Staff for their assistance with organising the Tumbarumba Ultra Marathon – 185 participants, the town was busy.

Geoff Pritchard

1. Requested that the Business Paper be distributed to Councillors in hard copy going forward.
2. Queried if there is a way that Council can confirm all messages being sent to Councillor phones.

Cate Cross

1. Thanked the Mayor for delegating Councillors to stand in for him at functions – shows community that Council is united and working together.

General Manager

1. Reminded Councillors to reply if they are unable to attend the Councillor Workshop.
2. In the process of programming briefing sessions to take place 2 weeks before Council meetings to enable open discussion about issues.

James Hayes

1. Thanked Councillors for their Teamwork and stressed the importance.
2. Thanked Councillors for standing in for him when needed.

11. COMMITTEE OF THE WHOLE**M192/17 RESOLVED:**

That Council move into Committee of the Whole to consider the matters listed in the confidential section of the agenda (Committee of the Whole) in accordance with Section 10(2) of the Local Government Act 1993 for the reasons specified.

11.1 REQUEST FOR WATER INVOICE REDUCTION - WM111437 (CONFIDENTIAL)

Item 11.1 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

7.3 MOTION – KHANCOBAN COUNTRY CLUB (CONFIDENTIAL)

Item 7.3 is confidential under the Local Government Act 1993 Section 10A 2(c) it relates to discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business, and (a) relating to personal matters concerning particular individuals (other than councillors).

Cate Cross/Andrianna Benjamin

At this stage, the time being 3:45 pm Council went into Committee of the Whole.

**11.1 REQUEST FOR WATER INVOICE REDUCTION - WM111437
(CONFIDENTIAL)**

M193/17 RESOLVED:

That Council apply a 50% reduction to the water account invoice for WM111437 for the period of supply from 1 January 2017 through 30 June 2017. Accrued interest is to be deducted.

Bruce Wright/Julia Ham

7.3 KHANCOBAN COUNTRY CLUB

M194/17 RESOLVED:

That;

1. Snowy Valleys Council provide a guarantee to purchase land at a fair land value price following the subdivision of this land from the current land title held by the Khancoban Country Club to enable the Club to continue trading as recommended by the Johnsons MME Business Plan.
2. That Snowy Valleys Council provide assistance to develop the appropriate access to the bush block to enable sale of this property by the Club. Following the sale of this land the Club will have sufficient funds to manage their financial future.
3. A report be prepared on the option for funding for the purchase.
4. That following the purchase Council seek advice on the most appropriate use for the lot which will provide the maximum return for Councils investment.

Margaret Isselmann/John Larter

There being no further business to discuss, the meeting closed at 4:20 pm.

7. NOTICES OF MOTION/NOTICES OF RESCISSION

Item 7.1 INTRODUCTION OF KERBSIDE GREEN WASTE COLLECTION

Author: John Larter

Recommendation:**That Council:**

- 1. Staff undertake a detailed assessment to determine a definitive fee for a monthly 240litre service to all residents who currently have a collection service.**
- 2. Consults with the community in the IP& R process to determine if there is a strong demand for the introduction of a green waste collection at the specified fee.**

Notes:

Motion - "That Council investigate the feasibility of introducing a kerbside green waste collection in addition to our current general waste and recycling service."

There has been overwhelming support in the community for the introduction of a green waste collection, especially for residents who do not have the capacity to remove green waste. This would appear to be a service that we would have the capacity to deliver effectively with a view to investigating the commercial options to recycle the waste into a usable product. As with the introduction of recycling material we could also look at the possibility of residents purchasing the waste bin at cost through council to commence operations and reduce the financial commitment of council during initial start-up.

Services similar to the one proposed are standard in many other metropolitan and rural council areas and would provide benefit to the ratepayer, the environment and value add to the excellent waste services Snowy Valleys already delivers. *Cr John Larter*

Staff Comment:**Director Strategy, Community and Development comments**

There are a number of factors that need to be considered prior to the introduction of green waste collection.

- **Is there a real community demand for the service?**

Council staff have advised that there are only a handful of enquiries every year in relation to a green waste collection. The IP&R community consultation could be used to gauge if there is a real community need for the service. This consultation will be completed by the end of the year and will give Council a better indication of whether the service should be introduced.

- **What level of service would the community be satisfied with?**

Most Councils offer a monthly 240 litre (same as size as recycle bin) collection for green waste. Another level of service would be to introduce food and garden organics (FOGO) collection service. There are currently 35 Councils in NSW offering this service. It is recommended to implement a green waste service prior to the implementation of a FOGO collection as there are a number of other issues that need to be addressed including:

1. Greater frequency of collection, generally weekly to mitigate public health risks such as odour.
2. High standard of processing and reporting due to odour.

- **Is it logically possible to offer the service?**

To run the service internally would require the purchase of an additional collection truck and/or the introduction of evening/night collections. The southern end of the Shire (Jingellic/Khancoban) is currently service by Towong Shire who do not offer a green waste collection. Given the low number and high travel distances to service this area could be expensive.

There are green waste drop off services at Adelong, Batlow, Talbingo Tumbarumba and Khancoban waste facilities. The green waste at these sites is primarily mulched which creates a low quality end product that is used for bulk landscaping. Green waste drop off in Tumut is currently managed by a private company. Depending on the quality of the finished product, due to high contamination this company may not be interested in participating. If this does occur, there would be a substantial capital outlay to establish a processing site in Tumut.

- **What will the indicative service cost be and will residents still be interested once advised of the cost?** Waste services must be self-funded and cannot be cross subsidised from Council's general revenue. Under the Local Government Act, once a Council provides a waste service to an area, then it must charge for this service regardless of whether it is used. Therefore if you currently have a garbage and recycling collection, and Council decided to introduce a monthly green waste service, then you would also be charged for this. Charges would double or triple if the service was optional as the main costs associated with a green waste collection service are for the provision of trucks and drivers.

There are a number of variables that which affect the price of the service. These include:

- Distance and number of collection points from processing facilities.
- Capital costs, purchase of bins, plant and equipment and processing facility development.
- Level of contamination and use of finished product.
- Additional staff and staff training.

A detailed assessment of the above would need to be undertaken to determine a definitive price for the service.

- **What can the finish product be used for?**

Traditionally the level of contamination is green waste is exceptional high and the use for the finished product is limited due the level of contamination. Wagga City Council for example use the mulched finished product as landfill cover.

Attachments

- 1 Notice of Motion - Cllr John Larter

NOTICE OF MOTION

As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on 23rd November 2017.

SUBJECT:

Motion - "That Council investigate the feasibility of introducing a kerbside green waste collection in addition to our current general waste and recycling service."

There has been overwhelming support in the community for the introduction of a green waste collection, especially for residents who do not have the capacity to remove green waste. This would appear to be a service that we would have the capacity to deliver effectively with a view to investigating the commercial options to recycle the waste into a usable product. As with the introduction of recycling material we could also look at the possibility of residents purchasing the waste bin at cost through council to commence operations and reduce the financial commitment of council during initial start up.

Services similar to the one proposed are standard in many other metropolitan and rural council areas and would provide benefit to the ratepayer, the environment and value add to the excellent waste services Snowy Valleys already delivers. *Cr John Larter*

Director Strategy, Community and Development comments

There are a number of factors that need to be considered prior to the introduction of greenwaste collection.

- **Is there a real community demand for the service?**
Council staff have advised that there are only a handful of enquiries every year in relation to a greenwaste collection. The IP&R community consultation could be used to gauge if there is a real community need for the service. This consultation will be completed by the end of the year and will give Council a better indication of whether the service should be introduced.
- **What level of service would the community be satisfied with?**
Most Councils offer a monthly 240 litre (same as size as recycle bin) collection for greewaste. Another level of service would be to introduce food and garden organics (FOGO) collection service. There are currently 35 Councils in NSW offering this service. It is recommended to implement a greenwaste service prior to the implementation of a FOGO

collection as there are a number of other issues that need to be addressed including:

1. Greater frequency of collection, generally weekly to mitigate public health risks such as odour.
 2. High standard of processing and reporting due to odour.
- **Is it logically possible to offer the service?** To run the service internally would require the purchase of an additional collection truck and/or the introduction of evening/night collections. The southern end of the Shire (Jingellic/Khancoban) is currently service by Towong Shire who do not offer a greenwaste collection. Given the low number and high travel distances to service this area could be expensive.

There are greenwaste drop off services at Adelong, Batlow, Talbigo Tumbarumba and Khancoban waste facilities. The greenwaste at these sites is primary mulched which creates a low quality end product that is used for bulk landscaping. Greenwaste drop off in Tumut is currently managed by a private company. Depending on the quality of the finished product, due to high contamination this company may not be interested in participating. If this does occur, there would be a substantial capital outlay to establish a processing site in Tumut.

- **What will the indicative service cost be and will residents still be interested once advised of the cost?** Waste services must be self-funded and cannot be cross subsidised from Council's general revenue. Under the Local Government Act, once a Council provides a waste service to an area, then it must charge for this service regardless of whether it is used. Therefore if you currently have a garbage and recycling collection, and Council decided to introduce a monthly green waste service, then you would also be charged for this. Charges would double or triple if the service was optional as the main costs associated with a green waste collection service are for the provision of trucks and drivers.

There are a number of variables that which affect the price of the service. These include:

- Distance and number of collection points from processing facilities.
- Capital costs, purchase of bins, plant and equipment and processing facility development.
- Level of contamination and use of finished product.
- Additional staff and staff training.

A detailed assessment of the above would need to be undertaken to determine a definitive price for the service.

- **What can the finish product be used for?** Traditionally the level of contamination is greenwaste is exceptional high and the use for the finished product is limited due the the level of contamination. Wagga

City Council for example use the mulched finished product as landfill cover.

RECOMMENDATION

That Council

1. Staff undertake a detailed assessment to determine a definitive fee for a monthly 240litre service to all residents who currently have a collection service.
2. Consults with the community in the IP& R process to determine if there is a strong demand for the introduction of a greenwaste collection at the specified fee.

It is recommended that

Councillor	John Larter
Signature
Date:	
Councillor
Signature
Date:

* * * * *

8. GOVERNANCE AND FINANCIAL REPORTS

8.1 STATEMENT OF INVESTMENTS AS AT 31 OCTOBER 2017

Author: TANYA WILESMITH

Responsible Manager: ROBYN HARVEY

Purpose of Report:

Following is the Statement of Investments held as at 31 October 2017. The investments listed have been made in accordance with the Local Government Act (1993), the regulations and Council's policy.

Recommendation:

That Council receive the Statement of Investments as at 31 October 2017.

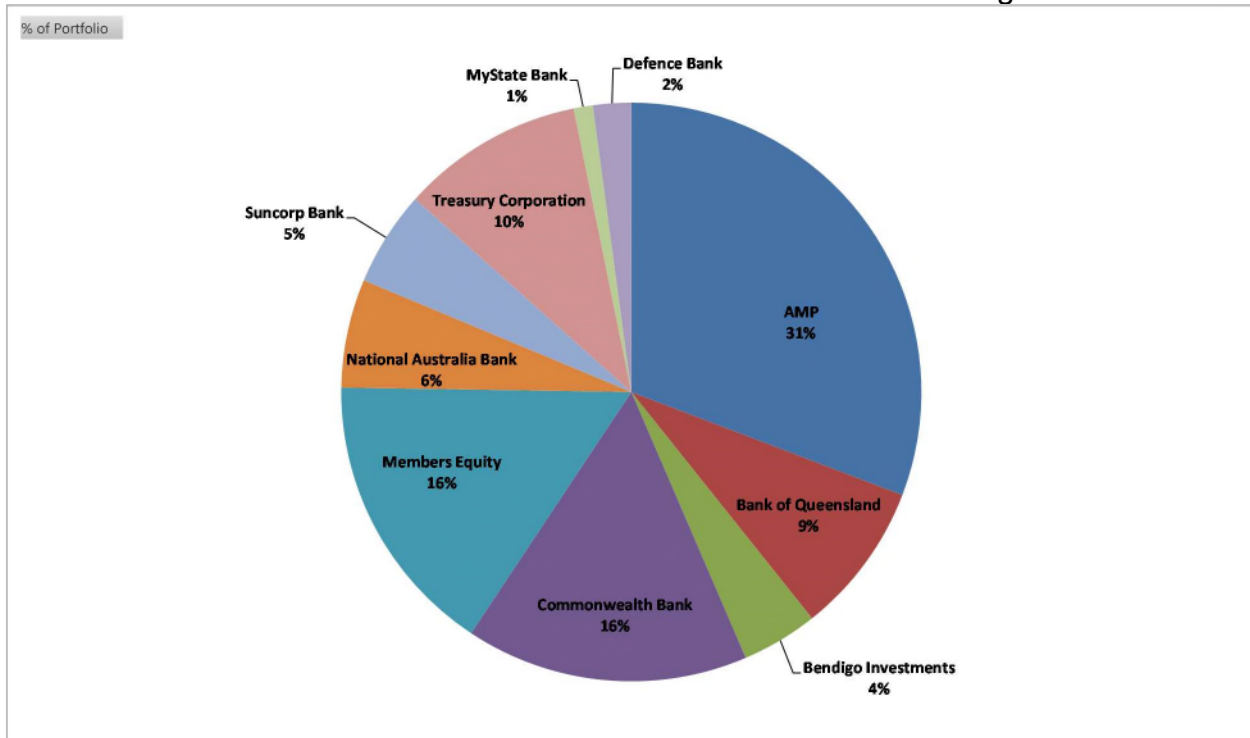
Report:

In accordance with Clause 212 of the Local Government (General) Regulation 2005, a monthly report is required to be submitted to Council detailing all investments of Council.

Cash & 11am at call Accounts	Balance Invested \$	Investment Date	Interest Rate%	% of Total Portfolio	% of Category	Rating
Treasury Corporation	514,136	At Call	1.40%	1.1%	4.0%	A-1+
Commonwealth Bank	1,513,324	IWD Gen	1.40%	3.2%	11.7%	A-1+
AMP	1,498,682	IWD BSA	2.05%	3.2%	11.6%	A-1+
Commonwealth Bank	1,194	IWD BOS	1.50%	0.0%	0.0%	A-1+
AMP	2,000,000	At Call	2.20%	4.2%	15.5%	A-1+
National Australia Bank	952,668	W/Acct	2.05%	2.0%	7.4%	A-1+
Treasury Corporation	1,029,828	At Call	2.20%	2.2%	8.0%	A-1+
Commonwealth Bank	1,059,241	W/Acct	1.40%	2.2%	8.2%	A-1+
Commonwealth Bank	66,949	At Call (BOS)	1.50%	0.1%	0.5%	A-1+
Commonwealth Bank	846,794	At Call (BOS)	1.50%	1.8%	6.6%	A-1+
Commonwealth Bank	3,437,716	At Call (BOS)	1.50%	7.3%	26.6%	A-1+
Sub Total Cash & Call Accounts	12,920,533			27.4%	100.0%	

Term Deposits & Commercial Bills	Balance Invested \$	Investment Date	Interest Rate%	Maturity Date	% of Portfolio	% of Category	Rating
Bank of Queensland	2,000,000	1/07/2017	2.80%	22/11/2017	4.2%	5.9%	A-1
AMP	1,000,000	17/07/2017	2.70%	15/01/2018	2.1%	2.9%	A-1+
Bendigo Investments	1,000,000	12/07/2017	2.75%	12/07/2018	2.1%	2.9%	A-2
Bendigo Investments	1,000,000	12/07/2017	2.75%	12/07/2018	2.1%	2.9%	A-2
Members Equity	1,000,000	27/02/2017	2.70%	24/11/2017	2.1%	2.9%	A-2
Suncorp Bank	2,500,000	19/04/2017	2.60%	18/04/2018	5.3%	7.3%	A-1+
AMP	1,000,000	20/07/2017	2.80%	20/04/2018	2.1%	2.9%	A-1+
Treasury Corporation	1,585,416	30/09/2016	0.56%	At Call MT	3.4%	4.6%	A-1+
Treasury Corporation	1,670,545	30/09/2016	1.19%	At Call LT	3.5%	4.9%	A-1+
AMP	2,000,000	5/04/2017	2.95%	9/01/2018	4.2%	5.9%	A-1+
Members Equity	2,500,000	29/06/2017	2.95%	9/01/2018	5.3%	7.3%	A-2
Bank of Queensland	1,000,000	8/03/2017	2.65%	8/12/2017	2.1%	2.9%	A-1
AMP	750,000	28/08/2017	2.60%	25/02/2018	1.6%	2.2%	A-1+
AMP	500,000	25/09/2017	2.60%	25/09/2018	1.1%	1.5%	A-1+
National Australia Bank	750,000	4/10/2017	2.63%	4/09/2018	1.6%	2.2%	A-1
MyState Bank	500,000	27/02/2017	2.75%	24/11/2017	1.1%	1.5%	A-2
AMP	750,000	24/05/2017	2.60%	24/05/2018	1.6%	2.2%	A-1+
AMP	750,000	27/09/2017	2.60%	27/09/2018	1.6%	2.2%	A-2
National Australia Bank	750,000	20/09/2017	2.64%	20/08/2018	1.6%	2.2%	A-2
AMP	750,000	17/03/2017	2.75%	12/12/2017	1.6%	2.2%	A-1+
Bank of Queensland	500,000	29/09/2017	2.65%	30/09/2017	1.1%	1.5%	A-1+
AMP	500,000	3/10/2017	2.60%	3/10/2018	1.1%	1.5%	A-1+
Members Equity	750,000	29/08/2017	2.60%	29/08/2018	1.6%	2.2%	A-2
Members Equity	750,000	29/08/2017	2.60%	29/08/2018	1.6%	2.2%	A-2
AMP	1,000,000	23/03/2017	2.95%	18/12/2017	2.1%	2.9%	A-1+
Bank of Queensland	500,000	1/07/2017	2.65%	8/03/2018	1.1%	1.5%	A-1
Defence Bank	1,000,000	13/12/2016	2.95%	13/12/2017	2.1%	2.9%	A-2
Members Equity	1,000,000	3/03/2017	2.65%	28/11/2017	2.1%	2.9%	A-2
AMP	2,000,000	19/09/2017	2.80%	19/09/2018	4.2%	5.9%	A-1+
Members Equity	1,500,000	18/07/2017	2.65%	15/07/2018	3.2%	4.4%	A-2
National Australia Bank	401,178	28/06/2017	2.53%	27/06/2018	0.9%	1.2%	A-1+
Sub Total Term Deposits & Bills	33,657,139		2.59%		71.5%	98.5%	
Floating Rate Notes	Balance Invested \$	Investment Date	Interest Rate%	Maturity Date	% of Portfolio	% of Category	
Commonwealth Bank	500,000	1/08/15	2.74%	1/08/18	1.1%	1.5%	A-1+
Sub Total Term Deposits & Bills	500,000		2.74%		1.1%	1.5%	
Total Cash & Invested Funds	47,077,672		2.59%		100%	100%	

Council's investments and cash on hand are invested with the following institutions.



During the month of October, two investments reached maturity.

- AMP investment of \$500,000, was reinvested for a further 12 months @ 2.60%.
- National Bank investment of \$750,000, was reinvested for a further 11 months @ 2.63%.

It is hereby certified that the above investments have been made in accordance with Section 625 of the Local Government Act 1993 and the regulations thereunder, and in accordance with the Snowy Valleys Council Investment Policy.

Options

Nil

Budget Implications:

Nil

Legal/Statutory Implications:

Clause 212 of the Local Government (General) Regulations 2005.

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

Nil

Attachments

Nil

8. GOVERNANCE AND FINANCIAL REPORTS

8.2 DELEGATIONS OF AUTHORITY

Author: SHIRLEY WILLIAMS

Responsible Manager: ROBYN HARVEY

Purpose of Report:

Council is required to review delegations within 12 months of a general election, in accordance with section 380 of the Local Government Act 1993.

This Register of Delegations is to be read in conjunction with Council's Policies and Procedures as well as relevant Acts and Regulations.

Recommendation:

That Council, in accordance with Section 377 of the Local Government Act 1993, endorse the delegations as set out in the Register of Delegations to the General Manager, the Mayor and Committees.

Report:

Attached separately to this report is a copy of the recommended delegations following a comprehensive review by Council staff and the General Manager. The delegations were developed following consultation with Council's solicitors who have developed a series of delegation registers for the majority of their Council clients.

Delegations are by their nature administrative devices designed to enable the elected Council to concentrate and focus on policy development and strategic areas of the Council and allow the smooth running of an organisation in accordance with the various Acts and Regulations applicable to Local Government. Section 377 of the Local Government Act describes the general powers of the Council's ability to delegate and requires a Council resolution in order to delegate its powers to the General Manager and to any other person or body except employees. Thereafter the General Manager may delegate any of the functions in accordance with the Local Government Act to another employee. It is only the General Manager who can sub-delegate functions to employees.

Council's draft delegations are specific and with respect to the increasing importance of corporate governance, this specific approach is considered by Council's solicitor and Council as the most appropriate way to proceed. In order to avoid any potential future litigation it is important that Council regularly reviews its delegations to ensure that they are compliant with current legislation.

It is also important that Council ensures its delegations are accurate for secondary type legislation applicable to Council, for example the Food Act and the Companion Animals

Act, but in many cases have different obligations than that of the Environmental Planning & Assessment Act and the Local Government Act.

There are two broad options open to Council in relation to delegations to the General Manager. Some councils opt to delegate all available powers except those listed. Other councils prefer to specifically list all powers that are being delegated. Council has in the past taken the second option, and the document has been prepared in this manner.

Options

Re-adopt and/ or amend as required.

Budget Implications:

Costs in getting advice regarding currency of delegations.

Legal/Statutory Implications:

Delegations must be reviewed and re-adopted within 12 months of an ordinary election.

Risk Management - Business Risk:

If the delegations are not done properly, the enforceability of decisions and actions taken may be compromised and there may be legal and administrative risks for the Council

Risk Management - WHS and Public Risk:

If the delegations are not done properly, the enforceability of decisions and actions taken may be compromised and there may be legal and administrative risks for the Council.

Council Seal:

No

Attachments

- 1 Council delegation to Mayor and General Manager



DELEGATIONS OF AUTHORITY

PART 1

DELEGATIONS FROM COUNCIL TO GENERAL MANAGER AND MAYOR

SNOWY VALLEYS COUNCIL

**Adopted by resolution at
Council meeting on**

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PREAMBLE

Section 377 of the Local Government Act 1993 (**Act**) provides:

1. *A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:*
 - (a) *the appointment of a general manager,*
 - (b) *the making of a rate,*
 - (c) *a determination under section 549 [of the Act] as to the levying of a rate,*
 - (d) *the making of a charge,*
 - (e) *the fixing of a fee,*
 - (f) *the borrowing of money,*
 - (g) *the voting of money for expenditure on its works, services or operations,*
 - (h) *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),*
 - (i) *the acceptance of tenders which are required under this Act to be invited by the council,*
 - (j) *the adoption of an operational plan under section 405 [of the Act],*
 - (k) *the adoption of a financial statement included in an annual financial report,*
 - (l) *a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6 [of the Act],*
 - (m) *the fixing of an amount or rate for the carrying out by the council of work on private land,*
 - (n) *the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,*
 - (o) *the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979,*
 - (p) *the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194 [of the Act],*
 - (q) *a decision under section 356 [of the Act] to contribute money or otherwise grant financial assistance to persons,*
 - (r) *a decision under section 234 [of the Act] to grant leave of absence to the holder of a civic office,*
 - (s) *the making of an application, or the giving of a notice, to the Governor or Minister,*
 - (t) *this power of delegation,*
 - (u) *any function under this or any other Act that is expressly required to be exercised by resolution of the council.*
2. *A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Director-General except as provided by the instrument of delegation to the council.*

INTRODUCTION

In accordance with section 377 of the Act, the Council by resolution at its meeting on **25 July 2013** delegated its powers, authorities, duties and functions as set out in this Part 1: Delegations of Authority register to the General Manager, the Mayor and Council Committees.

All Council delegations contained in Part 1 are subject to the following limitations:

1. The delegated power, authority, duty or function being performed in accordance with Council Policy;
2. The delegated power, authority, duty or function being performed in accordance with the Law;

The delegations of Council will remain in force until they are revoked or amended by a resolution of Council.

The Council notes that the General Manager may delegate his or her powers, authorities, duties and functions at his or her discretion. The General Manager's delegations to Staff will form Part 2: 'Delegations to Staff'.

DELEGATION TO COMMITTEES OF COUNCIL

Committees of Council have no delegations except for those provided by resolution of Council.

In the event that a Committee is established by Council, its powers, authorities, duties and functions are limited to:

1. Section 355 of the Act, where applicable;
2. Any Charter or Policy adopted by Council and in operation from time to time regulating the management and operation of a Committee established by Council; and
3. Any limitation imposed by the Council whether it be contained within a resolution of Council or any other written direction from Council.

DELEGATION TO THE MAYOR

The Mayor, and in the absence of the Mayor, the Acting Mayor for the period of the Mayor's absence, is delegated authority under section 377 of the Act to exercise and/or perform on behalf of the Council the following powers, authorities, duties and functions:

1. Powers or Duties under Local Government Act

To give effect to the Law, Council's adopted Policies, resolutions and directions, provided that such delegation is not sub-delegated without the specific approval of Council or as prescribed under the Local Government Act.

2. Powers or Duties under other legislation

If, under any other Act other than the Local Government Act, a function is conferred or imposed on the Mayor of Council, the function is taken to be conferred or imposed on the Council and the Mayor of the Council has delegated authority to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions as prescribed under that other Act.

3. Preside at Meetings and Functions of Council

To preside at all meetings of the Council, Committees, Community Committees and Public Meetings convened by the Council at which the Mayor is present unless the Council otherwise appoints another Councillor or person to perform this function.

4. Negotiations on behalf of Council

In conjunction with the General Manager, to participate in negotiations on behalf of the Council with third parties and in connection with the sale, purchase and lease of land and buildings. This function is subject to the limitation that no contractual agreement is to be entered into without a resolution of Council.

5. Represent Council – Government and Other Forums

To represent the Council, in conjunction with the General Manager, in deputations to government, inquires and other forums where it is appropriate that the Mayor should present the Council's position.

6. Sign and Execute Documents

To sign correspondence and other documents. This function is subject to the limitation that execution of any documents under Council Seal must be carried out in compliance with Regulation 400 of the Local Government (General) Regulations 2005.

7. Media Releases

To make Media Statements and issue Press Releases in respect of Council Resolutions/Recommendations and decisions subject to prior consultation with the General Manager.

8. Leave

To approve applications of leave by the General Manager.

DELEGATION TO THE GENERAL MANAGER

The General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, is delegated authority under section 377 of the Act, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council, subject to the following:

1. The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of section 377(1) of the Act;
2. The General Manager is entitled to carry out any functions delegated to the Council by the Director-General or the Minister, subject to any express limitations imposed by the Director General or Minister;

If a function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager.

For the avoidance of doubt, the delegated authority conferred or imposed upon the General Manager includes the delegated functions of Council as provided in the following table and is subject to any limitations contained therein. The following table is not intended to be an exhaustive list of all powers, authorities, duties and functions delegated to the General Manager. Rather it is to be relied upon as a manual providing guidance to those most commonly relied upon powers, authorities, duties and functions

PART A – FINANCIAL MATTERS	
1.	Obtain Quotations and Authorise Purchase Orders To obtain quotations, authorise the purchase of, and issue official orders for goods, works and services required for the functioning of the Council and to incur expenditure for such goods, works and services (excluding that for the purchase of major items or works plant, and/or motor vehicles) provided that due provision has been made in the approved budget for the incurring of such expenditure or the incurring of such expenditure is otherwise authorised by Council Policy or Council resolution.
2.	Authorise Payment of Salaries and Wages To authorise the payment of salaries and wages.
3.	Payment of Contractors and Direct Creditors To approve or refuse payment to contractors and direct creditors.
4.	Sign Cheques on Council's Bank Account To sign or countersign cheques drawn on Council's bank accounts.
5.	Check and Certify the Annual Statutory Accounts To check and certify statutory accounts against the Council records.
6.	Authorise Expenditure for Urgent Works To authorise expenditure outside the budget approved by Council in order to undertake urgent works to reduce or eliminate a significant health or safety hazard.
7.	Lodgement of a Cash Bond or Bank Guarantee The authority to require the lodgement of a cash bond or bank guarantee.
8.	Overdraft Limit To negotiate Council's overdraft limit.
9.	Sale or Disposal of Materials or Equipment To sell old materials, spoilt or obsolete equipment.
10.	Debt Write Off To authorise the writing off of uncollectible debts (for charges and sundry debtors) up to a maximum amount of (\$2000).
11.	Issue Accounts To authorise the issue of accounts for services provided by Council.

12.	Borrowings To authorise application for borrowings from financial institutions at the direction of Council and subject to a resolution of Council to approve this application.
13.	To Engage Consultants To engage consultants to assist with Council projects, subject to compliance with the Act and the Law.
14.	Investment of Money Arrange the investment of money that is not presently required by the Council in a form of investments notified by order of the Minister and published in the Government Gazette.
15.	Write of Accrued Interest Write off accrued interest on rates and charges if the payment of the accrued interest would cause hardship
16.	Accounts Receivable – Payment by Instalment To make arrangements with any ratepayer or debtor for payment to be made by reasonable and satisfactory instalments.
17.	Refund of Over-payments To authorise the refund of all over-payments subject to appropriate certification.
18.	Refund of DA/Construction Certificate Application Fees To determine the refund of all or part of the fees paid for development or where the application is either not proceeded with or is withdrawn subsequent to assessment
19.	Rebate of Rates To grant rebates of rates to qualified rateable persons in accordance with the provisions of the Act.

PART B – STAFFING MATTERS	
1.	Recruitment <ul style="list-style-type: none"> • Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with section 337 of the Act for Senior Staff • Approve or refuse the use of a recruitment consultant. • Employ casuals to fill short term vacancies.
2.	Payment of Benefits and Allowances <p>Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2010 and applicable employment contracts.</p>
3.	Salary Step Progressions for Staff <p>Approve or refuse salary step progression for staff under the Local Government (State) Award</p>
4.	Dismissal of Employees <p>To dismiss employees or consultants/contractors on such terms that the General Manager deems appropriate, provided that prior to the dismissal of Senior Staff the General Manager consults with Council in accordance with section 337 of the Act.</p>
5.	Higher Duties <p>Approve or refuse higher duties for staff under the Local Government (State) Award</p>
6.	Disciplinary Action for Employees <p>Approve or refuse appropriate disciplinary action of employees or consultants/contractors.</p>
7.	Dismissal of employees <p>To dismiss employees of consultants/contractors</p>
8.	Education Assistance <p>Approve or refuse education assistance for Council employees</p>
9.	Flexible Work Arrangements <p>Approve or refuse flexible work arrangements.</p>
10.	Report of Injury <p>Approve or refuse the employer's report of injury to Council's workers compensation insurer.</p>

11.	<p>Approve Leave</p> <p>Approve or refuse leave for Council employees having due regard to the proper functioning of the Council and maintenance of appropriate levels of service to the public</p> <p>To grant special leave with pay and reasonable out of pocket expenses, in the following cases:</p> <ul style="list-style-type: none"> Professional Body: where staff members are full members of a relevant professional body that is running a conference or meeting – a maximum of five days leave at any one time, with a maximum in any one year of 15 days; Field Days: where it is considered that the machinery to be displayed is of relevance to Council's operations, that Senior Staff directly associated with the purchase of Council's machinery be allowed to attend one day only; Executive of a Professional Body: where an employee is elected to the Executive of a Professional body, special leave must fit within the parameters laid down under the Professional Body category; Courses: Attendance at refresher courses (eg. Management courses) to be decided by Council in each particular case Emergency Services Leave and Defence Force Reserve Leave at the discretion of the General Manager and in accordance with legislation.
12.	<p>Travelling and Subsistence Expenses</p> <p>To approve or refuse the payment of travelling and related expenses</p>
13.	<p>Replacement of Personal Property</p> <p>To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the employee's duties</p>
14.	<p>Employment Outside of Council</p> <p>To approve or refuse employees to engage in private employment or contract work outside of their Council employment.</p>
15.	<p>Request for Use of Council Equipment by Employees</p> <p>To determine any requests for use of Council equipment by employees</p>
16.	<p>Use Intellectual Property created in the Course of Employment</p> <p>To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee during the course of their employment with Council, providing there is no monetary or commercial benefit to the employee.</p>

PART C – GOVERNANCE	
1.	Public and Media Statements To make or authorise public statements and issue media releases on matters involving the Council.
2.	Business Papers To determine which matters are included in Council business papers and Committee papers.
3.	Correspondence <ul style="list-style-type: none"> To reply to all routine correspondence that does not require the prior consideration of Council. To exercise discretion in regard to referring correspondence to various Council officers for attention.
4.	Invitation to Address Council To invite a group or individuals to address any Council or Council Committee.
5.	Public Officer To appoint Council's Public Officer and to direct the Public Officer in relation to functions contained within section 343 of the Act.
6.	Destruction of Corporate Documentation Authority to approve destruction of corporate documentation in accordance with the State Records Act 1998.
7.	Signing of Contracts and Agreements To sign contracts, deeds and agreements that do not require the Council seal
8.	Enter into Leases, Licences and other legal transactions Authority to negotiate and enter into any form of Lease or Licence or other transaction for use of land or assets, subject to compliance with the Act, and subject to the General Manager making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.
9.	Public Immunisation To authorise and promote public immunisation campaigns and clinics

10.	Council Committees <ul style="list-style-type: none">• Appoint employee representatives to Council Committees• Consider and determine matters arising from the Council Committees
11.	Receive and investigate complaints <p>To receive complaints and authorise investigation and action to be taken by the appropriate officer in regard to any complaints or requests received by Council.</p>
12.	Respond to Minister and Department <p>To respond and liaise with the Minister and his/her representatives and the Department in relation to correspondence, inquiries or requests for information.</p>
13.	State Emergency and Rescue Management Act 1989 <p>The role of Chairperson of the Local Emergency Management Committee is Director of Engineering Services</p>

PART D – OPERATIONAL	
1.	Issue Proceedings <ul style="list-style-type: none"> To initiate or carry on proceedings, to act on behalf of Council and to negotiate on matters in issue between parties, and to settle any proceedings in any Court or Tribunal, including but not limited to the Local, District or Supreme Courts of any State or Territory, any Industrial Relations Tribunal or Commission, and the Land and Environment Court; To authorise the issue or withdrawal of any penalty infringement notices or complaint or the institution of any proceedings for the recovery of any penalty or the making of any order for or in respect of any offence, nuisance, or any other matter or thing whatsoever which the Council might be entitled to recover or seek under any Act or Regulation. To instruct and engage Council's Solicitors and Counsel.
2.	Notice of Intention and Orders <p>To issue Notices of Intention to Issue Orders and Orders in accordance with the requirements of the Act and Environmental Planning and Assessment Act and all other applicable legislation.</p>
3.	Determination of Development Applications (including Modification Applications) <p>To determine development applications, including modification applications, and all forms of applications for approvals and certificates under all applicable legislation.</p>
4.	Issue of Permits, Certificates or Approvals <p>To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Act and the Environmental Planning and Assessment Act 1979 or related legislation; including, but not limited to:</p> <ul style="list-style-type: none"> all building certificates, construction certificates, certificates of classifications and occupation certificates; applications for subdivision of land.
5.	Ministerial delegation of Local Environmental Plan making Decisions <p>Subject to the Minister delegating functions under section 59 of the Environmental Planning and Assessment Act, and subject to the Council resolving to accept the Ministerial delegation, only those functions identified in the Ministerial delegation may be carried out</p>
6.	Storm water Drainage Works <p>Where the Council has approved a subdivision or development application subject to the construction of storm water drainage works that revert to the care, control and management of Council, to approve such works upon submission of all necessary plans and documentation.</p>

7.	Implementation of Adopted Operational Plan To implement any work, service or action provided for in the adopted management plan without further reference to Council except for: <ul style="list-style-type: none"> the acceptance of tenders which are required under the Act to be invited by the Council, and the determination of priorities where lump sum funding has been provided.
8.	Funding Application Authority to sign funding applications once approved by Council
9.	Provision of Witnesses and Information To determine the fee to be charged for the provision of Council's employees as witnesses and/or the supplying of information for Court cases.
10.	Removal of Derelict Vehicles Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places.
11.	Approve Applications for Street Activities and Busking Permits Authority to approve or refuse: <ul style="list-style-type: none"> the issue of busking permits; applications for street stalls or similar activity; applications for the collection of money for charitable appeals or similar activity.
12.	Filming/Photography in Parks, Reserves and Public Places To approve applications to film/photograph in Council's parks, reserves and public places subject to the conditions and fees determined by Council.
13.	Casual Use of Council Parks, Reserves or Council Property To approve or refuse applications for the casual use of parks, reserves or property in accordance with Council Policy (if any) and subject to approved fees (if any).
14.	Government Information (Public Access) Act 2009 To act as Council's "principal officer" or appoint Council officer(s) to determine applications and provide information to access information in compliance with the Government Information (Public Access) Act 2009.

15.	<p>To Enforce the Payment of Rates</p> <p>To issue notices under the Act for the recovery of rates.</p> <p>To approve alternative options for the collection of outstanding rates, including collection of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Act.</p>
16.	<p>Rate Books</p> <p>Authority to:</p> <ul style="list-style-type: none"> • amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address; • raise or reduce the sum rates owing due to error; • include any land which ought to have been rated; • to write off accrued interest to a maximum of \$50; • act in accordance with the Act to manage the rate books/records and recover rates and charges owing to the Council.
17.	<p>Insurance Claims - Policy Excess</p> <p>To resolve claims on Council's behalf up to the level of the excess applicable to each insurance policy.</p>
18.	<p>Council Property – Notices to Quit</p> <p>To authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.</p>
19.	<p>Use of Council Owned Properties</p> <p>To approve or refuse to grant Council's consent to a third party development application that may traverse or impact upon Council land.</p>
20.	<p>Maintenance and Repair of Council Properties</p> <p>To authorise repairs/maintenance of Council's buildings, equipment and plant within the limits approved in the annual budget.</p>
21.	<p>Maintenance of Council's Motor Vehicles and Plant</p> <p>To authorise the expenditure of funds for the repair, maintenance and replacement of Council's plant, equipment and vehicles.</p>

22.	Hire of Council Plant To authorise the letting or hire of any of the Council's public works plant, machinery and equipment in accordance with rates determined by Council.
23.	Determination of Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in Authority to approve a sale price for Council plant, equipment or vehicles if: <ul style="list-style-type: none"> the best offer is more than 10% below the reserve price; and the reserve price has been set by consulting either a valuer, auctioneer, or professional book (ie, Red Book); and results from previous auctions for similar plant, equipment or vehicles has been considered
24.	Saleyards To operate, manage and maintain Council's saleyards
25.	Dividing Fences To authorise a contribution on behalf of Council for not more than one half the cost of fencing a boundary common to land owned by Council or under the Council's care, control and management subject to two quotations being obtained and subject to the Dividing Fences Act.
26.	Aerodrome/Airport/Airstrip To operate and maintain the Council aerodrome/ airport in accordance with all applicable legislative requirements
27.	Impounding Officer To exercise the powers of Council's Impounding Officer.
28.	Pruning or Removal of Trees To approve or refuse applications from residents to prune, top, lop or remove trees either on the applicant's property or Council's property subject to the payment of any required fee, if any, and in accordance with Council's Tree Preservation Order, if any.
29.	Waste Management Centre (Landfill/Waste Transfer Station) To operate and maintain Council's Landfill/Waste transfer station in accordance with all applicable legislative requirements.
30.	Cemetery To operate and maintain Council's cemeteries in accordance with legislative requirements

31.	<p>Administer Functions provided by other Legislation</p> <p>To administer the provisions of the following legislation as they apply to Council:</p> <ul style="list-style-type: none"> • Community Land Development Act 1989 • Companion Animals Act 1998 • Conveyancing Act 1919 • Crown Lands Act 1989 • Government Information (Public Access) Act 2009 • Graffiti Control Act 2008 • Environmental Planning and Assessment Act 1979 • Fire Brigades Act 1989 • Fluoridation of Public Water Supplies Act 1957 • Food Act 2003 • Heritage Act 1977 • Impounding Act 1993 • Library Act 1939 • Liquor Act 2007 • Local Government Act 1993 • Protection of the Environment Operations Act 1997 • Public Health Act 2010 • Roads Act 1993 • Roads Transport (General) Act 2005 • Road Transport (Safety and Traffic Management) Act 2005 • Rural Fires Act 1997 • Privacy and Personal Information Protection Act 1998 • Rural Fires Act 1997 • State Emergency and Rescue Management Act 1989 • Swimming Pool Act 1997 • The Plumbing and Drainage Act 2011 • Unclaimed Money Act 1995 • Children (Education and Care Services National Law Application) Act 2010 • Biosecurity Act 2015
32.	<p>Road Rules</p> <p>To administer the provisions of the Road Rules 2008 and Australian Road Rules as they apply to Council, subject to any applicable standards, protocols and directions from State Government departments and/or NSW Police.</p>
33.	<p>Parking Infringement Notices</p> <p>To issue Parking Infringement Notices</p>

34.	Parking Permits To determine applications for parking permits.
35.	Temporary Road Closure To approve temporary road closures where: <ul style="list-style-type: none"> • The temporary road closure is not more than two consecutive days; and • The Road and Maritime Service approves the Traffic Management Plan and grants a road occupancy licence (as required); and • The NSW Police approve the closure; and • The application complies with Council's Policy.
36.	Sign Adjustment To undertake the following sign adjustments to: <ul style="list-style-type: none"> • Change old "No Standing" signs to "No Parking" signs as per the Australian Road Rules • Change existing parking restriction times • Move existing signs to a more visible location (eg. Move a sign hidden behind a tree trunk) • Install "repeater"/additional signs (eg. Where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions).
37.	Special Use Zones Authority to approve and/or refuse an application for the following Special Use Zones: <ul style="list-style-type: none"> • Works Zones; • Loading Zones; • Mail Zones; • Motorcycle Parking; • Bus Zone; • Taxi Zone; • Police Vehicles Zone; • Disabled Parking; • Temporary Bus Zones (eg. for Railway Buses); subject to consent being obtained from the NSW Police and in addition; <ul style="list-style-type: none"> • in the instance of Mail Zones, consent is obtained from Australia Post; and • in the instance of Bus Zones , consent is obtained from the State Transit Authority.

38.	Traffic Facilities To approve the installation of individual traffic facilities projects, where: <ul style="list-style-type: none"> the individual traffic facility project forms part of that financial year's Traffic Facilities Program which has previously been approved; and Subject to consultation of local residents.
39.	Warning Signs To approve the installation of Warning Signs as defined in applicable Australian Standards, where <ul style="list-style-type: none"> the proposed sign can be found in Section 3 Warning Signs of the Australian Standard 1742.1-1991 and The NSW Police agree with the installation.
40.	Signs across Driveways To approve or refuse an application for signs or line marking across a driveway, where the NSW Police agree with the approval or refusal.
41.	Traffic Bollards To approve or refuse an application for the use of traffic bollards.
42.	Vehicular Crossings and Footpath Restorations To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.
43.	Street Lighting To approve the installation of additional street lighting facilities and associated charges.
44.	Storm water Drainage Works To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the development and do not revert to the control and management of the Council.

45.	Variation of Working Hours To authorise a one-off variation to the restricted hours of building works where: <ul style="list-style-type: none"> • urgent building works are requires to be carried out; • large cranes have to stand on streets; • the loading/unloading of materials and pouring of the concrete would otherwise cause interference to traffic; and • the work requires the erection or removal of hoarding tower cranes, awnings and the like.
46.	Positive Covenants, Easements and Section 88B instruments under the Conveyancing Act, 1919 To approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the Conveyancing Act 1919, in accordance with section 28 of the Environmental Planning and Assessment Act and subject to any Council Policy and the Law.
47.	Public Notification of Applications <ul style="list-style-type: none"> • To determine whether a development application should be exempt from notification, subject to any applicable Council Policy • To determine such persons who own land or who reside in properties that may be detrimentally affected by a development and to ensure such persons are notified in accordance with any Council Policy.
48.	Professional Certifications To approve or refuse professional certification from an Accredited Certifier in respect of Complying Development or Building Certification where that Certifier is accredited to undertake that particular type of work
49.	Building Professionals Act Authority under section 5 of the Building Professionals Act 2009 to make a recommendation on behalf of Council in support of an application to the Board for accreditation to carry out certification work (or the renewal of accreditation) on behalf of Council.
50.	Work on Private Land by Agreement To exercise Council's power to carry out work on private land.
51.	Entering of Premises To enter, and authorise Council employees (or other persons) to enter, any premises for the purposes of enabling the Council to exercise its functions under any Act.

52.	Water Restrictions Determine Water Restrictions in accordance with NSW State Government direction
53.	Library Act To exercise all powers of Council under the Library Act
54.	Motor Vehicle Fleet To manage Council's motor vehicle fleet

Glossary of Terms

Act	means <i>Local Government Act 1993</i>
Authority	means any government (state or federal), government department, statutory corporation or other body having power to legally direct the Council or its officers
Department	means the Department of Premier and Cabinet, Division of Local Government, or any future department (or combined department) carrying out the functions of the present Department of Premier and Cabinet, Division of Local Government for the State of New South Wales
Director-General	means the Director-General of the Department of Premier and Cabinet, Division of Local Government or the Director-General of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.
Law	means the requirements of all statutes, rules, ordinances, codes, regulations, proclamations, by-laws, environmental planning instruments, directions and consents of any Authority
Minister	means the Minister for Local Government or any future title given to a ministerial position of a future New South Wales State Government portfolio that includes governance of Local Government.

8. GOVERNANCE AND FINANCIAL REPORTS**8.3 ADOPTION OF COUNCIL POLICY**

Author: SHIRLEY WILLIAMS

Responsible Manager: ROBYN HARVEY

Purpose of Report:

At the September meeting of Council it was resolved to advertise the following policies for public comment prior to adopting them.

The listed policies were advertised on the Council website for the recommended period of 28 days. No submissions were received on any of the policy.

Recommendation:**1. That Council adopt the following policies**

Policy Number	Policy Name
SVC-CLR-PO-002-02	Payment of Expenses and the provision of facilities to Mayors and Councillors policy
SVC-EXE-Stm-021-01	Draft Statement of Business Ethics
SVC-EXE-PO-022-01	Draft Public Interaction and Meeting Disclosure Policy
SVC-EXE-M-023-01	Draft Snowy Valleys Code of Meeting Practice

2. That the adopted policy and associated procedure be communicated and implemented in the workplace**3. That any training identified by these policies be undertaken****Report:**

Policies and procedures are essential to ensure legal, fair and consistent decision making across Council. They support Council in achieving its corporate objectives and provide a critical guide for staff, Councillors and other stakeholders. In the absence of effective policies and procedures there is a greater risk of inconsistency, confusion and inefficiency.

Options

1. Council may adopt the policies as presented. or
2. May opt to amend the proposed policy , or
3. May opt not to adopt any of the policy presented at this time.

Budget Implications:

Following adoption of any of these documents, Council will incur implementation and monitoring costs, and ongoing training costs. There is potential for Council to suffer financial loss if effective policy and procedure is not implemented.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

If the delegation are not done properly, the enforceability of decisions and actions taken may be compromised and there may be a legal and administrative risk for the Council.

Council Seal:

No

Attachments

- 1 Payment of Expenses and provisions of facilities to Mayor and Councillors (under separate cover)
- 2 Statement of Business Ethics (under separate cover)
- 3 Public Interaction and Meeting Disclosure Policy (under separate cover)
- 4 Snowy Valleys Code of Meeting Practice (under separate cover)

8. GOVERNANCE AND FINANCIAL REPORTS**8.4 2016/2017 ANNUAL FINANCIAL STATEMENTS & AUDITORS REPORT**

Author: SARAH PENTLAND

Responsible Manager: ROBYN HARVEY

Purpose of Report:

Council is required to advertise a summary of the financial results for the year and formally present the Annual Financial Statements to the public in accordance with the Local Government Act 1993. Any person may make a written submission with respect to the financial reports within seven day of being presented.

Recommendation:

That Council formally present the 2016-17 Audited Annual Financial Statements and Auditor reports of Snowy Valleys Council to the public, in accordance with Section 413 of the Local Government Act 1993.

Report:

Snowy Valleys Council's 2016-17 Annual Financial Statements have been audited and submitted to the Office of Local Government. The Internal Audit Committee met on 19 October to review the Financial Statements with minor changes requested having been made.

Items to note for 2016-17

With this being the first set of Financial Statements for Snowy Valleys Council:

- There are no comparatives from prior periods;
- There are no budgets required as per the Local Government Code of Accounting Practice; and
- The period is for a thirteen and a half month period being 13 May, 2016 to 30 June, 2017.

As highlighted in the Income Statement the Net operating result for the period is a profit of \$9M. The major items to highlight for the period are:

Income

- \$10M grant for Stronger Communities Infrastructure Fund received;
- \$5M grant for Implementation of the new Council received; and

- \$2.7M Financial Assistance Grant 2017-18 received prior to 30 June 2017 and therefore recognised as income

Expenditure

- \$1.1M expended through Stronger Communities Infrastructure Grants to community groups; and
- \$2.8M fair value decrement in water infrastructure

Assets

As part of the five year cycle of valuations, water and sewer infrastructure were revalued as at 30 June 2017. These revaluations resulted in an \$11.3M decrement for water infrastructure and a \$7.3M increment to sewer infrastructure due to the adoption of new unit rates for replacement, remaining useful lives and residual values.

The effect of the valuation of these assets during 2016-17 was determined by using unit rates applicable at the beginning of the period compared to unit rates at the end of the period, to correctly account for the change in value for the financial year. This resulted in a \$2.8M decrement to water infrastructure and a \$1.1M increment to sewer infrastructure for the 2016-17 financial year. The remaining fair value adjustment made to the value of assets transferred from the former Councils. The change to the value of assets transferred is shown in Note 28 of the statements.

Performance Ratios

Performance ratios are shown at Note 13 of the Financial Statements with further detail provided on page 3 of the Audit Office of NSW's "Report on the Conduct of the Audit". Of these ratios only two have not been met by Council being:

- Own Source operating revenue ratio – this was unachievable due to receiving grant funding for the Stronger Communities Infrastructure and Implementation Funds from State Government (\$15M) and two additional instalments of Financial Assistance Grants received in June 2017 that relate to the 2017-18 financial year; and
- Building and Infrastructure renewals ratio – this ratio needs to be considered over time due to the nature of the assets that Council own. Council will be adopting new asset management plans within the new suite of Integrated Planning and Reporting documents which will consider what is required to meet this ratio in the future.

Options

Nil

Budget Implications:

Nil

Legal/Statutory Implications:

Council is required to advertise a summary of the financial result for the year and formally present the Annual Financial Statements to the public in accordance with the Local

Government Act 1993. Any person may make a written submission with respect to the financial reports, within seven days of the reports being presented to the public.

The financial summary has been advertised in the local papers the week beginning the 13th November, 2017 and submissions must be lodged with Council by 5pm 30 November, 2017.

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Audited Financial Statements (under separate cover)

8. GOVERNANCE AND FINANCIAL REPORTS**8.5 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2017**

Author: SARAH PENTLAND

Responsible Manager: ROBYN HARVEY

Purpose of Report:

To present for Council's information a summary of income and expenditure compared to Budget for the 1st Quarter of the 2017/18 Financial Year.

Recommendation:

That in accordance with Section 413 of the Local Government Act, and subject to endorsement from the Internal Audit Committee, Council resolve:

- 1. The 1st Quarter Budget Review as at 30 September 2017 be adopted; and**
- 2. The Revenue, Expenditure, and Capital Budget adjustments as noted and seen in the attached 1st Quarter Budget Review be adopted and the budgets be adjusted.**

Report:

The commentary and recommendations in this report should be read in conjunction with the 1st Quarter Budget Review Report attached.

The Quarterly Budget Review Statement is designed to reflect the information normally prepared annually as part of the financial statements on a quarterly basis.

All Directors and Division Managers are required to monitor their budgets on a continual and frequent basis throughout the financial year and adjustments are recommended as required.

It is noted that 25% of the financial year has elapsed at the end of the 1st quarter and that 30% of the proposed income has been received. Of this income 85% pertains to the rates and annual charges which have been received due to the annual raising in July of these rates and charges. The remainder of proposed income is generally received throughout the year.

16% of expenditure has been expensed thus far which is satisfactory due to the capital works accounting for 40% expended compared to the original budget thus far. Major expenditure for capital included works to improve Clarkes Hill which entered its final phase. Clarkes Hill is expected to be finalized late December.

Capital works on the Wondalga Road has commenced and will be reflected in the capital expenditure reported in the 2nd Quarterly Budget Review with works expected to be completed in November.

At the completion of the 1st quarter the information contained in the attached report is satisfactory across all areas which is expected at this early stage. The coming quarterly review will continue to monitor and assess Council's position and staff will recommend and report as required.

Options

Nil

Budget Implications:

As detailed in the report.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Quarterly Budget Review (under separate cover)

9. MANAGEMENT REPORTS**9.1 DEVELOPMENT APPLICATION (DA28/17) - COVERED WALKWAY**

Author: MARK KIRTON

Responsible GUS COX
Manager:

Purpose of Report:

A Development Application (DA 28/17) has been lodged by Council for the installation of a Covered Walkway, described as Lot 3 DP1137467, The Parade, Tumbarumba.

This report is required as a resolution of Council is required for approving a Council Development Application.

Recommendation:

That Council grant consent to install Covered Walkway described as Lot 3 DP1137467, The Parade, and Tumbarumba. Subject to 17 conditions as detailed in the report.

Report:

The development consists of the installation of a covered walkway, between Tumbarumba Hotel and Tumba Meats. There is an existing walkway between The Parade and Union Lane which is currently uncovered. The covered walkway is approximately 3.2 metres wide by the length of the existing walkway (49.78 metres) and open style appearance this will provided cover from the weather conditions.

In determining this application, the following matters were taken into consideration in accordance with Section 79C of the Environmental Planning & Assessment Act 1979:

(a)(i) The provision of any Environmental Planning Instruments**Tumbarumba Local Environmental Plan 2010**

The subject land is zoned B2 Local Centre, covered walkways are not defined, however form part of the streetscape, therefore would be deemed permissible.

Regional Environmental Plans or State Environmental Planning Policies

None apply.

(a)(ii) The Provisions of any Draft Environmental Planning Instruments

None apply.

(a)(iii) Development Control Plans**N1- Notification of Development Application**

The development was notified to all businesses in The Parade for 14 days in accordance with Clause 4.0 of the DCP from August 23 to September 6, 2017. Two submissions were received. One was outlining they supported the development however would like the existing verandahs completed within The Parade, this is already scheduled and is currently in Council's budget.

The second submission had concerns against the development due to it being a waste of money, and feels it looks far better as it exists now, they can't see the sense of connecting the walkway to the shops. They feel the money shall be spent on keeping the street clean. Street cleaning has an existing budget and is carried out to a set program. Providing a covered walkway from the carpark to The Parade would enhance the area.

V1 –Village & Residential – Zones RU5 & R1, R3

The development complies with the DCP.

(a)(iv) Any Matters Prescribed by the Regulation

The development was advertised in accordance with section 89 of the Regulations.

(b) The likely impacts of that development, including environmental impacts on both the natural and built environment, and social and economic impacts in the locality
Environmental -**Environmental:**

The proposed development will have very minimal impacts on the natural and built environment. The area is currently restricted from vehicular access by existing bollards, therefore the proposed structure will have minimum impact on the Tumba Hotel and Tumba Meats.

Social:

The structure is proposed to add to the streetscape and provided cover from the weather conditions in The Parade by adding a modern walkway structure.

Economic:

Nil

(c) Suitability of the site for the development

The site is zoned for B2 Local Centre permissible activity with consent in the Zone.

(d) Any submission made in accordance with the Act or Regulations

The proposal was to notify the adjoining neighbours for a period of 14 days. There was two submissions received, as outlined above.

(e) Public interest

Providing a covered walkway to the public toilets and carpark in Union Lane from The Parade will increase the incentive for the community use these facilities. The area is currently restricted from vehicular access by existing bollards. The proposed structure will have the most effect on the Tumba Hotel and Tumba Meats due to its location being adjacent to their businesses.

Taking into account the full range of matters for consideration under Section 79C of the *Environmental Planning and Assessment Act 1979* (as discussed within this report) it is considered that approval of the application is in the public interest.

Options:

1. Approve the application.
2. Refuse the application

Budget Implications:

The development has been funded by Council. In relation to this Development Application there are no budget implications.

Legal/Statutory Implications:

The following conditions of consent would apply to this development

1. COMPLIANCE WITH THE BUILDING CODE OF AUSTRALIA

All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made).

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the *Environmental Planning and Assessment Act 1979*, as amended.

2. SIGNS TO BE ERECTED ON BUILDING AND DEMOLITION SITES

Prior to works commencing, a sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- a) Stating that unauthorised entry to the site is prohibited, and
- b) Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
- c) The development consent or complying development consent number, the name and contact details of the Principal Certifying Authority.

Any sign must be removed when the work has been completed. NOTE:

This condition does not apply to:

- a) Building work carried out inside an existing building, or
- b) Building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

3. NOTICE OF COMMENCEMENT AND APPOINTMENT OF P.C.A.

At least two (2) days prior to the commencement of any works, the Notice of Commencement of Building or Subdivision Works and Appointment of Principal Certifying Authority', must be submitted to Council.

REASON: Because it is in the public interest that Council receive notification in accordance with the provision of the *Environmental Planning and Assessment Act 1979*, as amended. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

4. DEVELOPMENT IN ACCORDANCE WITH APPROVED PLANS

The development shall be in accordance with the plans, specifications and Statement of Environmental Effects bearing the Snowy Valleys Council approval stamp and any amendments marked in red or otherwise modified by conditions of consent. The plans referenced by this approval are as follows:

Sheet Description	Number	Date	Revision
Proposed Colonnade	6242	25-07-17	

The Development Application has been determined by the granting of consent subject to and as amended by the conditions of development consent specified below. In the event of any inconsistency between the consent documentation and the consent conditions, the conditions of this consent prevail.

REASON: It is in the public interest that work is carried out in accordance with the approved plans. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

5. **BUILDING INSPECTIONS**

The applicant must ensure that the following critical stages listed in column 1 are inspected at the times specified by Column 2.

COLUMN 1	COLUMN 2
Commencement	When fencing, sediment controls and signage is in place.
Excavation & footings	When the footings have been excavated and all steel reinforcement has been placed in position.
Frame	When wall & roof frame has been erected, bolted and braced.
Stormwater drainage	When the stormwater and roof water drainage system has been completed.
Final	After the building work has been completed and prior to any occupation certificate being issued.

NOTE: An Occupation Certificate in relation to the building will not be issued unless all of the above stages have been inspected.

REASON: Because it is in the public interest that the development complies with Section 109E(3)(d) of the Environmental Planning and Assessment Act 1979, as amended.

6. **HOURS OF OPERATION**

The permitted construction must not cause or permit a power tool to be used on residential premises in such a manner that it emits noise that can be heard within a habitable room in any other residential premises (regardless of whether any door or window to that room is open):

- (a) Before 8 am or after 8 pm on any Sunday or public holiday, or
- (b) Before 7 am or after 8 pm on any other day.

REASON: To ensure building works do not have adverse effects on the amenity of the area. Protection of the Environment Operations (Noise Control) Regulation 2008

7. **RUBBISH AND DEBRIS**

Prior to works commencing a container must be erected on site for the enclosure of all building rubbish and debris, including that which can be windblown. The enclosure shall be approved by Council and be retained on site at all times prior to the disposal of rubbish at a licenced Waste Management Centre.

Materials and sheds or machinery to be used in association with the construction of the building must not be stored or stacked on Council's footpath, nature strip, reserve or roadway.

NOTE 1: No building rubbish or debris must be placed, or be permitted to be placed on any adjoining public reserve, footway, road or private land.

NOTE 2: Weighbridge certificates, receipts or dockets that clearly identify where waste has been deposited must be retained. Documentation must include quantities and nature of the waste. This documentation must be provided to Council prior to application for an Occupation Certificate for the development.

NOTE 3: The suitable container for the storage of rubbish must be retained on site until an Occupation Certificate is issued for the development.

REASON: To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area. Section 79C (1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

8. EROSION AND SEDIMENT CONTROL

Prior to the commencement of works erosion and sediment control measures are to be established and maintained to prevent silt and sediment escaping the site or producing erosion. This work must be carried out and maintained in accordance with Council's:-

- (a) Development Control Plan 2011
- (b) Erosion and Sediment Control Guidelines for Building Sites; and
- (c) Soils and Construction Volume 1, Managing Urban Stormwater

NOTE: All erosion and sediment control measures must be in place prior to earthworks commencing.

REASON: To ensure the impact of the work on the environment in terms of soil erosion and sedimentation is minimised. Section 79C (1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

9. COLORBOND CLADDING

The new external building material (sheet metal cladding) proposed to be used on the walls and/or roof of the building is to be non-reflective. White, Evening Haze or Surfmist colourbond is not acceptable.

REASON: So that the external appearance of the development is of a standard acceptable within the community, and because it is in the public interest to minimise hazards and nuisances caused by sunlight reflecting from the development. Section 79C (1)(b) & (e) of the *Environmental Planning and Assessment Act, 1979*, as amended.

10. PROTECTION OF PUBLIC PLACES

If the work involved in the erection or demolition of a building or structure:

- a) Is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or
- b) Building involves the enclosure of a public place, a hoarding or fence must be erected between the work and the public place prior to works commencing on site.

If necessary, an awning must be erected, sufficient to prevent any substance, from or in connection with the work, falling into the public place. Further the work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

NOTE 1: Any such hoarding, fence or awning must be removed when the work has been completed.

NOTE 2: Any external lighting required by this condition must be designed and positioned so that, at no time, will any light be cast upon any adjoining property.

NOTE 3: Prior to any hoarding being erected, the applicant must ensure that application for a Hoarding Permit is made with Council's Development Services business unit.

REASON: It is in the public interest that adequate safety measures are provided. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

11. TOILET FACILITIES

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

- a) A standard flushing toilet connected to a public sewer, or
- b) If that is not practicable, a sewage management facility approved by Council

REASON: To provide adequate sanitary facilities during the construction phase. Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

12. EXCAVATIONS AND BACKFILLING

All excavation and backfilling associated with the erection/demolition of the building must be properly guarded and protected to prevent them from being dangerous to life or property.

REASON: It is in the public interest that all building elements are able to withstand the combination of loads and other actions to which it may be subjected. Section 79C(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

13. BOUNDARY SURVEY

When a structure / building is proposed to be located within 300mm of the property boundary, the property is to be surveyed by a registered land surveyor with boundary pegs placed on each of the relevant corners and a survey identification plan is to be submitted to Council prior to inspection of the footing / slab.

REASON: To ensure that the structure / building is wholly contained within the property.

14. SHORING AND ADEQUACY FOR ADJOINING PROPERTIES PRESCRIBED

- (1) For the purposes of Section 80A (11) of the *Environmental Planning and Assessment Act 1979*, it is a prescribed condition of the development consent that if the development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must, at the person's own expense:
 - (a) Protect and support the adjoining premises from possible damage from the excavation, and
 - (b) Where necessary, underpin the adjoining premises to prevent any such damage.
- (2) The condition referred to in subclause (1) does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

REASON: To ensure the development complies with the requirements imposed under Clause 98E of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A (11) of the *Environmental Planning and Assessment Act 1979*, as amended.

15. CONSTRUCTION CERTIFICATE

A Construction Certificate must be obtained pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, as amended from either Council or an accredited certifying authority certifying that the proposed works are in accordance with the Building Code of Australia prior to any works commencing.

NOTE 1: No building, engineering, excavation work or food premises fit out must be carried out in relation to this development until the necessary Construction Certificate has been obtained.

NOTE 2: You must not commence work until you have received the Construction Certificate, even if you made an application for a construction Certificate at the same time as you lodged this Development Application.

NOTE 3: It is the responsibility of the applicant to ensure that the development complies with the provision of the Building Code of Australia in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

REASON: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

16. OCCUPATION CERTIFICATE

An Occupation Certificate, must be obtained pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, from either Council or an accredited certifying authority, prior to occupation of the building.

In order to obtain this, the Final Occupation Certificate form must be completed and submitted to Council with all required attachments – failure to submit the completed Occupation Certificate Application form will result in an inability for Council to book and subsequently undertake Occupation Certificate inspection.

NOTE: The issuing of an Occupation Certificate does not necessarily indicate that all conditions of development consent have been complied with. The applicant is responsible for ensuring that all conditions of development consent are complied with.

REASON: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 79C (1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

17. STRUCTURAL CONCRETE & STEELWORK

Prior to the issue of a Construction Certificate details of all structural concrete and structural steelwork shall be submitted to the Principal Certifying Authority for approval, all such details shall be certified by a practising Structural Engineer.

REASON: It is in the public interest that all building elements are able to withstand the combination of loads and other actions to which it may be subjected. Section 79C(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

Risk Management - Business Risk:

The relation of the service will improve Council business risk in relation to this service.

Risk Management – WHS and Public Risk:

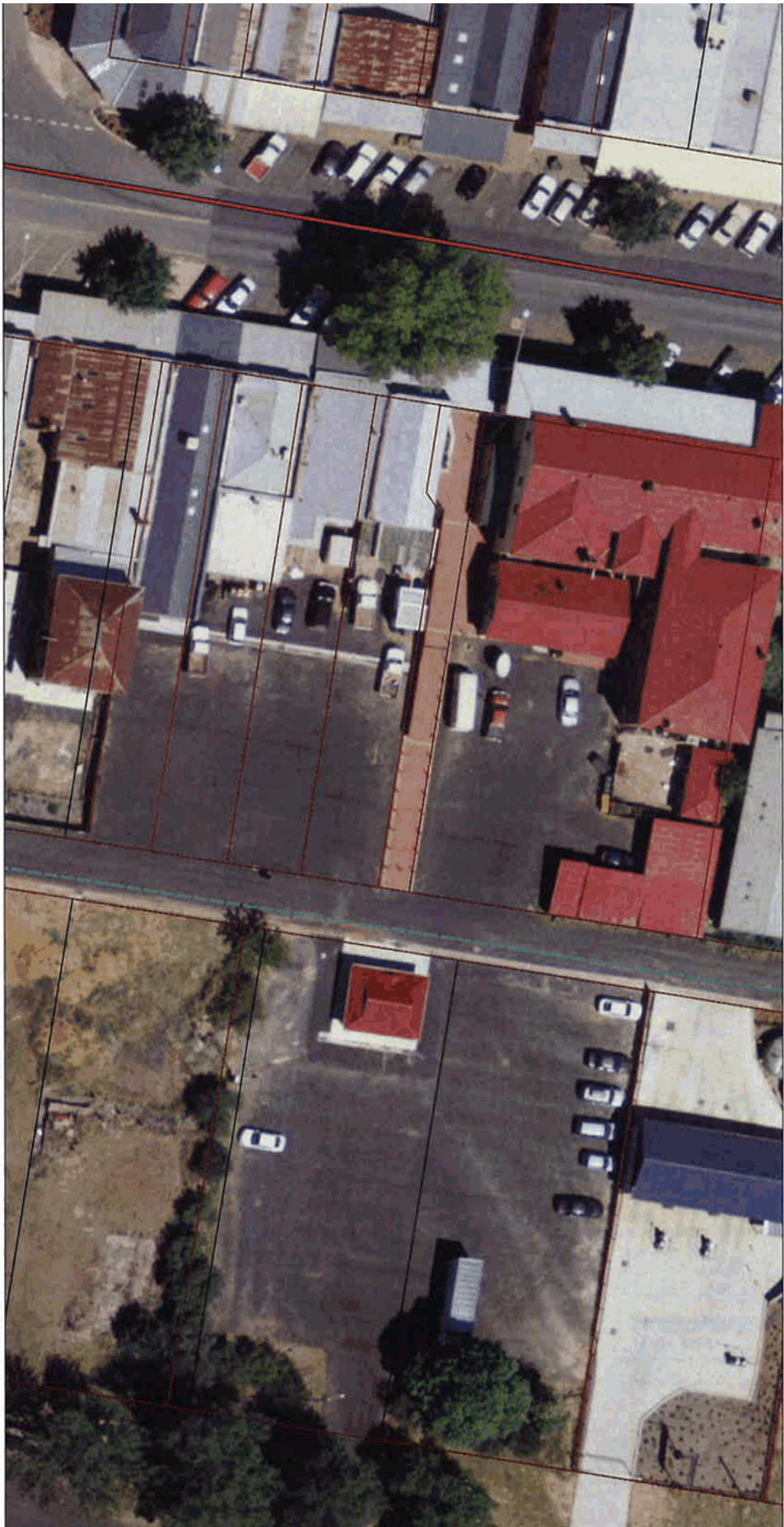
All Contractors will have the appropriate insurances and comply with Council's WHS policies and procedures.

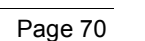
Council Seal:

No

Attachments

- 1 Site Plan
- 2 Plan





9. MANAGEMENT REPORTS**9.2 DEVELOPMENT APPLICATION (DA32/17) - REPLACEMENT OF PUBLIC TOILET BLOCK (ROSEWOOD)**

Author: MARK KIRTON

Responsible GUS COX
Manager:

Purpose of Report:

A Development Application (DA 32/17) has been lodged by Council for the replacement public toilet block at the Rosewood Memorial Park described as Lot 13 DP 905889, Tumbarumba Road, Rosewood.

This report is required as a resolution of Council is required for approving a Council Development Application.

Recommendation:

That Council grant consent to the replacement of the toilet block at the Rosewood Memorial Park described as Lot 13 DP 905889, Tumbarumba Road, Rosewood, Subject to 17 conditions as detailed in the report.

Report:

The development consists of the demolition of the existing toilet block and the construction of a public toilet block consisting of a male and female toilet facility, both with an ambulant toilet, a unisex accessible (disabled) toilet and a front verandah.

In determining this application, the following matters were taken into consideration in accordance with Section 79C of the Environmental Planning & Assessment Act 1979:

(a)(i) The provision of any Environmental Planning Instruments**Tumbarumba Local Environmental Plan 2010**

The subject land is zoned RU5 Village, the public toilet block is a permissible activity with consent in the zone.

Regional Environmental Plans or State Environmental Planning Policies

None apply.

(a)(ii) The Provisions of any Draft Environmental Planning Instruments

None apply.

(a)(iii) Development Control Plans**N1- Notification of Development Application**

The development was notified to the adjoining owners for 14 days in accordance with Clause 4.0 of the DCP from October 25 to November 8, 2017. No submissions received.

V1 –Village & Residential – Zones RU5 & R1, R3

The development complies with the DCP.

(a)(iv) Any Matters Prescribed by the Regulation

The development was advertised in accordance with Section 89 of the Regulations.

(b) The likely impacts of that development, including environmental impacts on both the natural and built environment, and social and economic impacts in the locality**Environmental:**

The proposed development will have very minimal impacts on the natural and built environment as it will be replacing an existing toilet block.

Social:

The public toilet block will add a new facilities for the general public which will include male and female toilet both with ambulant toilet and a unisex disabled toilet to comply with Australian Standard AS 1428.1.

Economic:

The public toilet block will add a new facilities for the general public which will include male and female toilet both with ambulant toilet and a unisex disabled toilet to comply with Australian Standard AS 1428.1.

(c) Suitability of the site for the development

Water, electricity and sewer are existing. However the onsite sewerage management system and disposal area will have to be reviewed. This system was upgraded a number of years ago. The increase in fixtures and the limited area for disposal area are a constraint on the site, however compliance can be achieved.

(d) Any submission made in accordance with the Act or Regulations

The proposal was to notify the adjoining neighbours for a period of 14 days. No submissions were received.

(e) Public interest

The public interest is a broad consideration relating to the general public. The proposed will have minimal effect on the neighbouring properties as there are existing toilets, which are to be demolished.

Taking into account the full range of matters for consideration under Section 79C of the *Environmental Planning and Assessment 1979* (as discussed within this report) it is considered that approval of the application is in the public interest.

Options:

1. Approve the application.
2. Refuse the application

Budget Implications:

The development has been funded by Council. In relation to this development there are no budget implications.

Legal/Statutory Implications:

The following conditions of consent would apply to this development:

1. COMPLIANCE WITH THE BUILDING CODE OF AUSTRALIA

All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made).

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the *Environmental Planning and Assessment Act 1979*, as amended.

2. SIGNS TO BE ERECTED ON BUILDING AND DEMOLITION SITES

Prior to works commencing, a sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- a) Stating that unauthorised entry to the site is prohibited, and
- b) Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
- c) The development consent or complying development consent number, the name and contact details of the Principal Certifying Authority.

Any sign must be removed when the work has been completed.

NOTE: This condition does not apply to:

- a) Building work carried out inside an existing building, or
- b) Building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

3. **NOTICE OF COMMENCEMENT AND APPOINTMENT OF P.C.A.**

At least two (2) days prior to the commencement of any works, the Notice of Commencement of Building or Subdivision Works and Appointment of Principal Certifying Authority, must be submitted to Council.

REASON: Because it is in the public interest that Council receive notification in accordance with the provision of the *Environmental Planning and Assessment Act 1979*, as amended. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended

4. **HOURS OF OPERATION**

The permitted construction must not cause or permit a power tool to be used on residential premises in such a manner that it emits noise that can be heard within a habitable room in any other residential premises (regardless of whether any door or window to that room is open):

- (a) Before 8 am or after 8 pm on any Sunday or public holiday, or
- (b) Before 7 am or after 8 pm on any other day.

REASON: To ensure building works do not have adverse effects on the amenity of the area. Protection of the Environment Operations (Noise Control) Regulation 2008

5. **BUILDING INSPECTIONS – Slab Construction.**

The applicant must ensure that the following critical stages listed in column 1 are inspected at the times specified by Column 2.

COLUMN 1	COLUMN 2
Commencement	When fencing, sediment controls and signage is in place.
Excavation & footings	When the footings have been excavated and all steel reinforcement has been placed in position.
Slab	When reinforcement steel has been placed in position in any concrete slab, irrespective of whether the slab is suspended, on the ground, or on fill.
Wall frame	When the brick veneer outer wall has been constructed and tied to the frame.
Roof frame	Prior to the installation of the ceiling lining and eaves soffit lining.
Wet areas	When the flashing to all wet areas, including the plinth under the bath, the bathroom, laundry, water closet, ensuite and shower recess have been completed.
Stormwater drainage	When the stormwater and roof water drainage system has been completed.
Final	After the building work has been completed and prior to any occupation certificate being issued.

NOTE: An Occupation Certificate in relation to the building will not be issued unless all of the above stages have been inspected.

REASON: Because it is in the public interest that the development complies with Section 109E(3)(d) of the Environmental Planning and Assessment Act 1979, as amended.

6. RUBBISH AND DEBRIS

Prior to works commencing a container must be erected on site for the enclosure of all building rubbish and debris, including that which can be windblown. The enclosure shall be approved by Council and be retained on site at all times prior to the disposal of rubbish at a licenced Waste Management Centre.

Materials and sheds or machinery to be used in association with the construction of the building must not be stored or stacked on Council's footpath, nature strip, reserve or roadway.

NOTE 1: No building rubbish or debris must be placed, or be permitted to be placed on any adjoining public reserve, footway, road or private land.

NOTE 2: Weighbridge certificates, receipts or dockets that clearly identify where waste has been deposited must be retained. Documentation must include quantities and nature of the waste. This documentation must be provided to Council prior to application for an Occupation Certificate for the development.

NOTE 3: The suitable container for the storage of rubbish must be retained on site until an Occupation Certificate is issued for the development.

REASON: To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area. Section 79C (1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

7. EROSION AND SEDIMENT CONTROL

Prior to the commencement of works erosion and sediment control measures are to be established and maintained to prevent silt and sediment escaping the site or producing erosion. This work must be carried out and maintained in accordance with Council's:-

- (a) Development Control Plan 2011
- (b) Erosion and Sediment Control Guidelines for Building Sites; and
- (c) Soils and Construction Volume 1, Managing Urban Stormwater

NOTE: All erosion and sediment control measures must be in place prior to earthworks commencing.

REASON: To ensure the impact of the work on the environment in terms of soil erosion and sedimentation is minimised. Section 79C (1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

8. COLORBOND CLADDING

The new external building material (sheet metal cladding) proposed to be used on the walls and/or roof of the building is to be non-reflective. White, Evening Haze or Surfmist colourbond is not acceptable.

REASON: So that the external appearance of the development is of a standard acceptable within the community, and because it is in the public interest to minimise hazards and nuisances caused by sunlight reflecting from the development. Section 79C (1)(b) & (e) of the Environmental Planning and Assessment Act, 1979, as amended.

9. ASBESTOS REMOVAL

Under the "Workcover's Asbestos Guidelines for Licensed Asbestos Removal Contractors" an area of 10 square metres or greater of asbestos cement must be removed by contractors with an appropriate licence issued by WorkCover.

Removal work, fewer than 10 square metres, must be carried out strictly in accordance with WorkCover's "Your Guide to working with Asbestos". This includes any of the following:

Brick veneering or re-cladding of any building where the existing walls to be covered are currently clad with asbestos cement; OR Re-roofing of any building where the existing roof to be covered are currently sheeted with asbestos cement; OR

Construction work where new work abuts existing asbestos cement sheeting and/or where parts of the existing building clad with asbestos cement sheeting are to be altered or demolished.

Disposal of all asbestos laden waste must be pre-arranged with Council prior to any removal. Asbestos cement sheets will be disposed of at a site recommended by the Council.

Removal work must be carried out strictly in accordance with WorkCover's "Your Guide to working with Asbestos 2008" (copy attached).

10. PROTECTION OF PUBLIC PLACES

If the work involved in the erection or demolition of a building or structure:

- a) Is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or
- b) Building involves the enclosure of a public place, a hoarding or fence must be erected between the work and the public place prior to works commencing on site.

If necessary, an awning must be erected, sufficient to prevent any substance, from or in connection with the work, falling into the public place. Further the work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

NOTE 1: Any such hoarding, fence or awning must be removed when the work has been completed.

NOTE 2: Any external lighting required by this condition must be designed and positioned so that, at no time, will any light be cast upon any adjoining property.

NOTE 3: Prior to any hoarding being erected, the applicant must ensure that application for a Hoarding Permit is made with Council's Development Services business unit.

REASON: It is in the public interest that adequate safety measures are provided. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

11. TOILET FACILITIES

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

- a) A standard flushing toilet connected to a public sewer, or
- b) If that is not practicable, a sewage management facility approved by Council

REASON: To provide adequate sanitary facilities during the construction phase. Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

12. EXCAVATIONS AND BACKFILLING

All excavation and backfilling associated with the erection/demolition of the building must be properly guarded and protected to prevent them from being dangerous to life or property.

REASON: It is in the public interest that all building elements are able to withstand the combination of loads and other actions to which it may be subjected. Section 79C(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

13. DEMOLITION

All Demolition work shall be carried out in accordance with the provisions of the Australian Standards 2601- 1993 The Demolition of Structures.

REASON: To ensure public safety and amenities are maintained at all times.

14. SHORING AND ADEQUACY FOR ADJOINING PROPERTIES PRESCRIBED

(1) For the purposes of Section 80A (11) of the *Environmental Planning and Assessment Act 1979*, it is a prescribed condition of the development consent that if the development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must, at the person's own expense:

- (a) Protect and support the adjoining premises from possible damage from the excavation, and
- (b) Where necessary, underpin the adjoining premises to prevent any such damage.

- (2) The condition referred to in subclause (1) does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

REASON: To ensure the development complies with the requirements imposed under Clause 98E of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A (11) of the *Environmental Planning and Assessment Act 1979*, as amended

15. CONSTRUCTION CERTIFICATE

A Construction Certificate must be obtained pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, as amended from either Council or an accredited certifying authority certifying that the proposed works are in accordance with the Building Code of Australia prior to any works commencing.

NOTE 1: No building, engineering, excavation work or food premises fit out must be carried out in relation to this development until the necessary Construction Certificate has been obtained.

NOTE 2: You must not commence work until you have received the Construction Certificate, even if you made an application for a construction Certificate at the same time as you lodged this Development Application.

NOTE 3: It is the responsibility of the applicant to ensure that the development complies with the provision of the Building Code of Australia in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

REASON: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

16. OCCUPATION CERTIFICATE

An Occupation Certificate, must be obtained pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, from either Council or an accredited certifying authority, prior to occupation of the building.

In order to obtain this, the Final Occupation Certificate form must be completed and submitted to Council with all required attachments – failure to submit the completed Occupation Certificate Application form will result in an inability for Council to book and subsequently undertake Occupation Certificate inspection.

NOTE: The issuing of an Occupation Certificate does not necessarily indicate that all conditions of development consent have been complied with. The applicant is responsible for ensuring that all conditions of development consent are complied with.

REASON: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 79C (1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

17. ON-SITE SEWERAGE MANAGEMENT SYSTEM

Council will inspect the condition and capacity the current On-Site Sewerage Management System to ensure the system will cater for the new development.

If the system requires upgrading, an application for an On-Site Sewerage Management System is to be submitted to Council before the connection of any drainage.

REASON: Because the character of the development is such that effluent will be produced, and the location is such that the development cannot be connected to the sewerage system, and because it is in the public interest to comply with the provisions of the Local Government (Approvals) Regulation, 1993. Section 79C (1)(b) and (e) of the Environmental Planning and Assessment Act, 1979, as amended

Risk Management - Business Risk:

Nil.

Risk Management – WHS and Public Risk:

All Contractors will have the appropriate insurances and comply with Council's WHS policies and procedures.

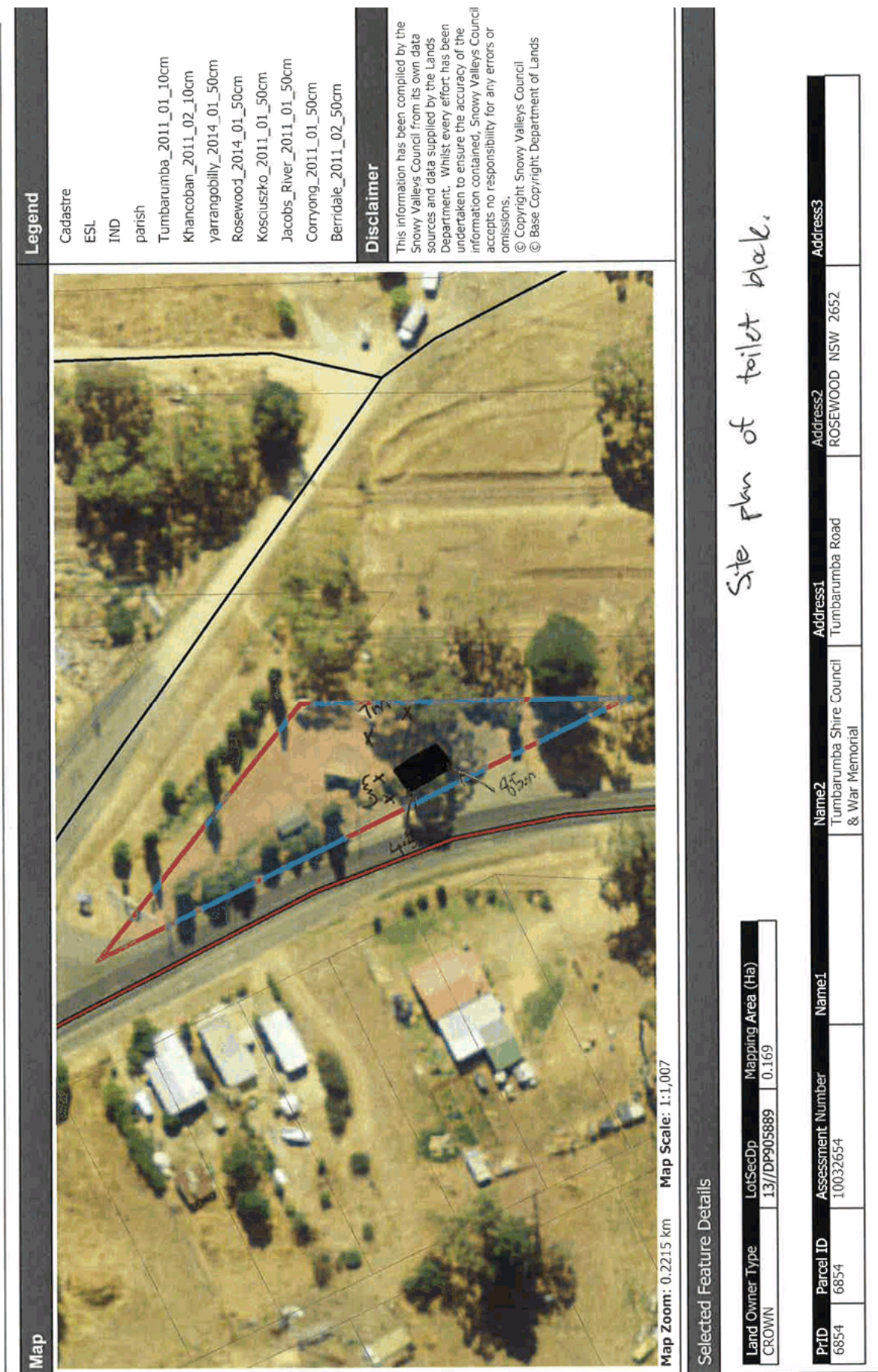
Council Seal:

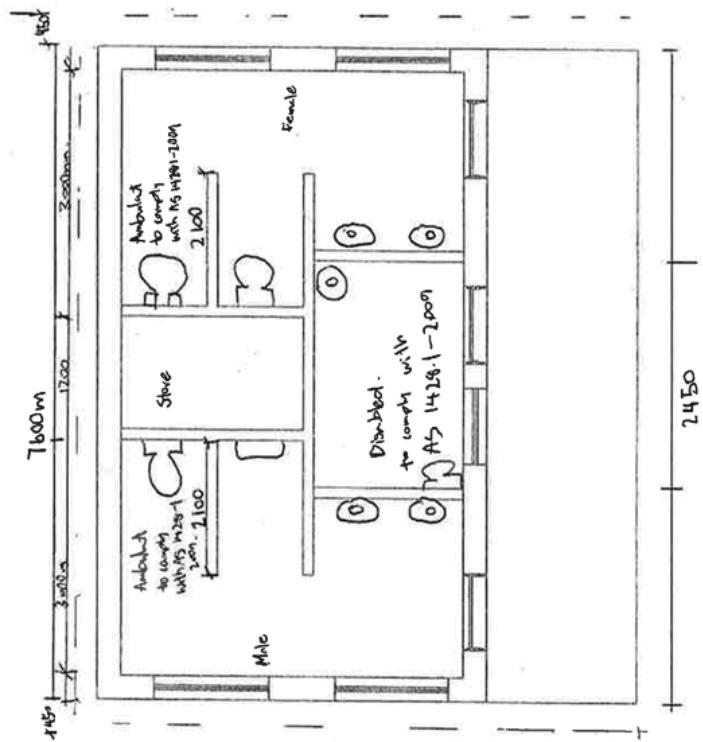
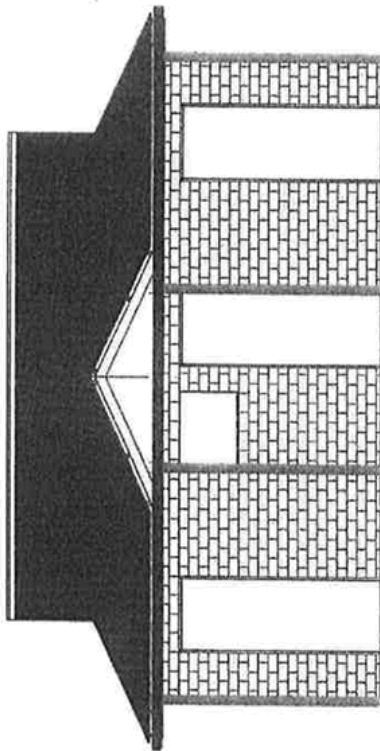
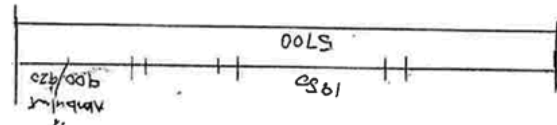
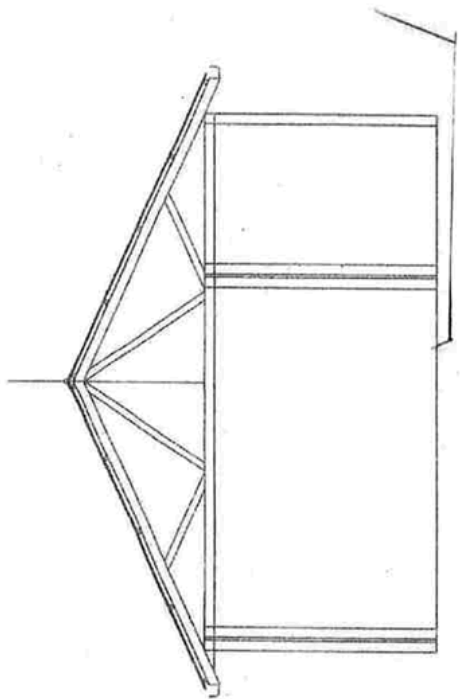
No

Attachments

- 1 Site Plan
- 2 Plan

WEDNESDAY 23 NOVEMBER 2017 11:00 AM





9. MANAGEMENT REPORTS**9.3 PROPOSED CROWN ROAD CLOSURE - KUNAMA ROAD**

Author: GLEN MCGRATH

Responsible Manager: MATT CHRISTENSEN

Purpose of Report:

To consider a request by the Department of Lands to close part of a Crown Road.

Recommendation:

That Council support the closure of public roads outlined in Cluster 583681.

Report:

Council has received an application from the Department of Lands for the closure of the Crown Roads as indicated on the attached maps. Roads are not always constructed on these corridors and the Lands Department is proposing to sell these portions of land. Council has 28 days to reply to the request.

CL583681 is located on the eastern side of the Back Kunama Road, just south of the intersection with the Kunama Road. There are no formed roads on this section and endorsement of the closure will not result in isolation of any properties or parcels with subdivision potential. Less than 1km to the south of this proposed closure is the intersection of Posthumers Rd with Back Kunama Rd, which follows the State Forest Boundary around, providing the access to the lots adjacent to Forestry Corporation land.

Options

- a) That Council approve the closures
- b) That Council not approve the closures
- c) The Council support the recommendations

Budget Implications:

Nil

Legal/Statutory Implications:

Council currently has no policy regarding the approval to close public roads.

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

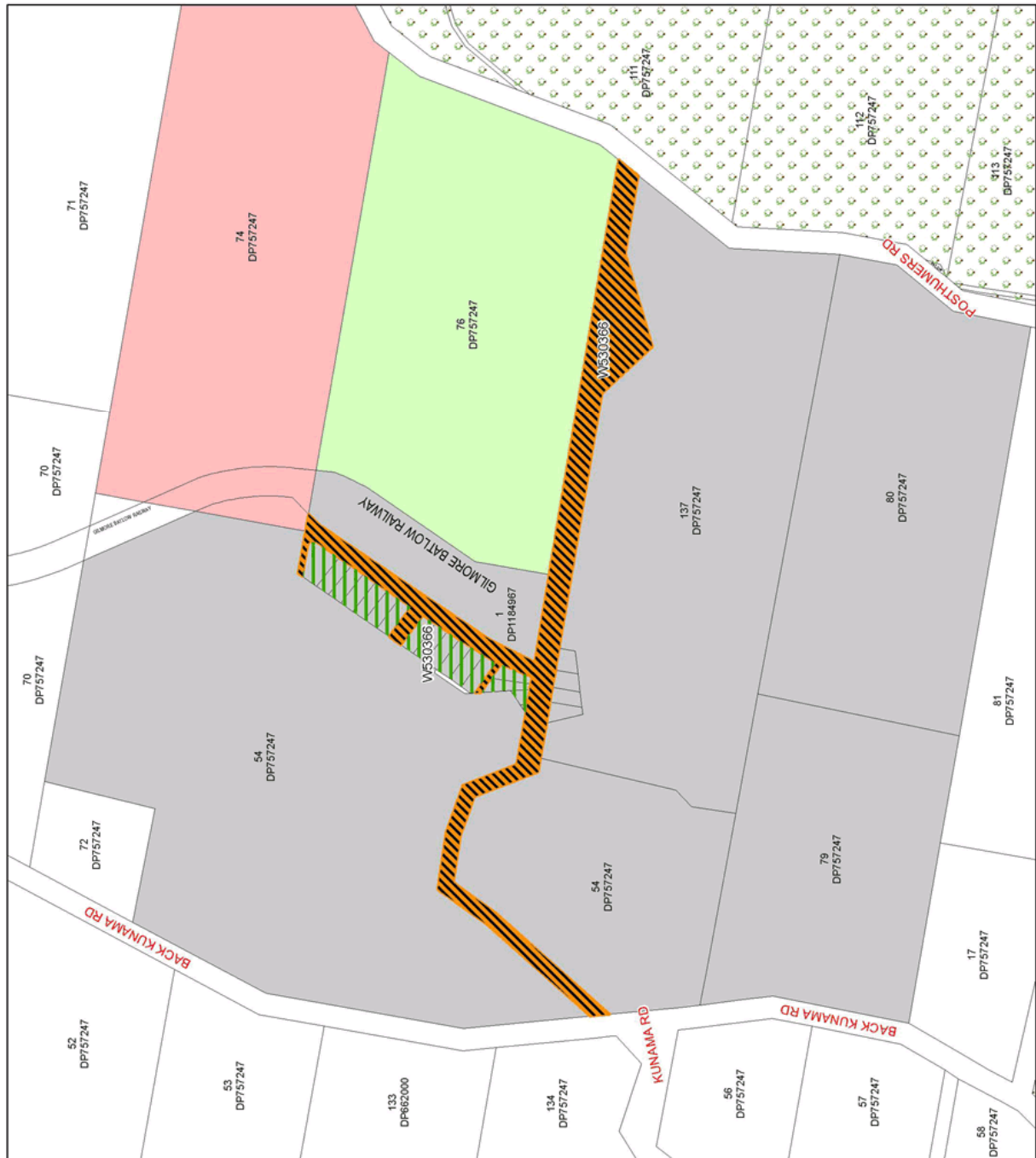
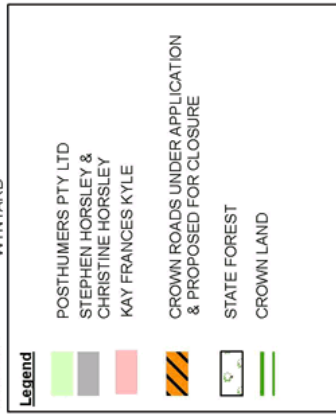
No

Attachments

1 Cluster Map 583681

Proposed Closure of Public Roads Cluster 583681

LGA:	SNOWY VALLEYS
LOCALITY :	KUNAMA
PARISH :	SELWYN
COUNTY :	WYNYARD

 $z \triangleleft$ 

Department
of Industry
Lands

9. MANAGEMENT REPORTS**9.4 TOURISM ADVISORY COMMITTEE**

Author: GEORGIA MACDOUGALL

Responsible Manager: GUS COX

Purpose of Report:

At the October 2017 Council meeting, a Notice of Motion (Item 7.5) and Management Report 9.4 were tendered regarding the establishment of a Tourism Advisory Committee (TAC). It was resolved

M181/17 resolved:

That report 9.4 Tourism Advisory Committee be deferred to the 23rd November Ordinary meeting of Council.

M182/17 resolved:

That the motion 7.5 Tourism Committees be deferred to the 23rd November Ordinary meeting of Council.

The basis of the deferral to further review the formation of the TAC at the Councillor workshop with the Destination Management Plan (DMP) consultants, held on November 9, 2017.

Recommendation:

That:

- 1. Council defers the formation of a Tourism Advisory Committee until the draft Destination Management Plan is issued in January 2018. This plan will specifically address whether a Tourism Advisory Committee is required and the structure and purpose of this committee;**
- 2. All existing Section 355 Committees that relate to tourism be retained in their current form.**

Report:

The DMP is being carried out by specialist tourism consultants, Urban Enterprise. The Snowy Valleys DMP will become the key strategic document for tourism in our region for the next four years, providing a blueprint for future tourism growth and investment. A key deliverable of this plan is:

“An outline of the governance model for tourism in the context of Snowy Valleys Council and the roles and responsibilities of the key governing bodies

including Council, the Visitors Centres, Development/Progress Associations and any localised tourism committees.”

A draft report will be put on public display for comment in January 2018.

Councillor workshop with the DMP consultants took place on Thursday 9th November 2017. The community has also been invited to have input into this plan, which will embed into Council's IP&R suite of documents and will guide the work plans of Council's tourism staff.

A TAC must play a critical governance role in Council's tourism activities by adding value and providing expert advice in relation to Council's strategic tourism direction. The following considerations should be taken into account in relation to the formation of a TAC:

- Terms of reference – there should be a clear purpose and criteria for membership. The composition of the committee should work for the benefit of tourism operators across the whole council area and include a range of expert industry representatives.
- Structure - a smaller committee, e.g. 6 industry representatives and 2 councillors prevents the committee from becoming unwieldy.
- Frequency of meeting dates – Most tourism businesses are primarily focused on their business. Meetings are also resource-intensive in terms of staff/councillor time. It is suggested that a TAC meets on a quarterly basis to provide high level strategic input to council's tourism activities.

The councillor workshop in November provided the opportunity for discussion with the DMP consultants regarding the need and potential structure of a TAC. It is recommended that the decision on the establishment and structure of a TAC be deferred until DMP recommendations regarding the governance model for tourism in SVC are received in January 2018. This would allow for a committee to be set up in the new year.

At its September meeting, Council requested staff to review the current tourism related Section 355 Committees, with a view of possibly consolidating these committees into a Tourism Umbrella Committee. The committees that could be considered are:

- Festival of the Falling Leaf
- Tumbarumba Historical Society
- Tumbatrek Committee
- Adelong Falls Gold Mill Ruins Committee
- Tumut Railway Station Precinct Committee
- Glenroy Heritage Reserve Committee
- Tumbafest Committee
- Batlow Development League

These committees have all been established for volunteer members of the community to carry out a specific function of Council (e.g. to manage an asset or to put on an event). Section 355 committees empower local people to take ownership of a specific function of council that they are passionate about. Ongoing commitment to

Section 355 committees is critical to supporting strong and vibrant communities in our local area.

Section 355 committees contribute to the interconnection between elected representatives, staff, and community volunteers, helping to create a collaborative and cohesive civic culture. They also benefit council by providing cost-effective broad service delivery by volunteers.

On review of the above committees, it is strongly advised to leave these committees in their current form for the following reasons:

1. Loss of a sense of ownership, which would immediately discourage volunteer participation by groups of engaged community members who are passionate about particular areas of interest.
2. These areas of interest are quite specific, with little commonality between functions. For example, the Festival of the Falling Leaf and the Glenroy Heritage Reserve.
3. The tourism function is a secondary function to their primary function. E.g. preservation of historically significant sites or objects.
4. Tyranny of distance. Volunteers are often elderly and the logistics of attending meetings could be problematic.

Options

1. Defer the establishment of a TAC until the recommendations from the draft DMP are received.
2. Establish a TAC immediately.
3. Choose not to establish a TAC at all and utilise the IP&R process and the oversight of Elected Officials to provide the governance structure around the strategic direction of Council's tourism activities.

Budget Implications:

Nil except staff time.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

The structure of any TAC is critical to an effective strategic direction of tourism in the SVC area. There is a risk that should a poorly thought out structure of the committee be adopted, the tourism activities of council as set out in the IP&R process are overridden/vetoed by the committee, resulting in poor delivery of tourism outcomes by Council.

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

Nil

9. MANAGEMENT REPORTS**9.5 REQUEST FOR FINANCIAL SUPPORT - WARBY WORLD RECORD ATTEMPT**

Author: GLEN MCGRATH

Responsible Manager: MATT CHRISTENSEN

Purpose of Report:

Council provides in kind support for the facilitation of the Warby trials and possible future world record attempt on Blowering Dam.

Recommendation:

That Council support the allocation of \$5,000 for 'in kind' support to be provided for the trials and potential world record attempt being undertaken by David Warby.

Report:

Council staff have facilitated the attempt by the Spirit of Australia II and David Warby to attempt to break the world land speed record on Blowering Dam through the utilisation of Council's Depot at Talbingo for storage during trials and use of meeting facilities.

Council has been working with the Local Rescue Committee to provide the necessary engagement with the various agencies to assist with the endeavours of David Warby in following his father Ken's footsteps.

In September 2017, the first trial of the boat on Blowering Dam was undertaken. Council allowed the storage of the boat at the Talbingo Depot/Workshop and facilitated the necessary access and security. During this event there was significant interest in the trials of the boat, with a large crowd gathering of interested spectators around the work and communication areas where the Warby tent and emergency services personnel were established.

To ensure public safety it has been agreed that delineation of parking areas, spectator areas, and the Warby tent be undertaken. This will provide clear delineation on the day for those involved in providing assistance on the day.

Council Staff have undertaken a site assessment with members of the Warby Team, and National Parks and Wildlife Staff (NPWS) to identify land ownership of areas. Council have mapped the areas proposed to be barrier taped off, and plan to erect prior to the trials and remove upon their completion.

Options

- a) That approve the approve the funding
- b) That Council not approve the funding and not provide any funding for support
- c) The Council support the recommendations

Budget Implications:

Nil

Legal/Statutory Implications:

Council currently has no Policy regarding the support of world record attempts.

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Delineation of areas will decrease the risk to the public attending the trials and world record attempts.

Council Seal:

No

Attachments

Nil

9. MANAGEMENT REPORTS

9.6 DEVELOPMENT APPLICATION (MA2017/0016) –MODIFICATION OF APPROVED 21 LOTS SUBDIVISION TO USE ADJACENT CROWN ROAD FOR ACCESS

Author: PRADIP ADHIKARI

Responsible Manager: GUS COX

Purpose of Report:

To determine a modification of consent DA2016/0108 to amend the configuration of the lots and vehicular access by utilising the adjacent unformed Crown Road.

Also to determine if Council will consent to the transfer of the Crown Road to Council.

Recommendation:

That Council:

- 1. Approves MA2017/0016 to modify the configuration of the lots and vehicular access of the subdivision DA2016/0108, 114 Currawong Road, Tumut subject to the conditions recommended in the assessment report.**
- 2. Consents to the transfer of the Crown Road to Council between Lot 262 DP757252 and Lot 25 DP757252.**

Report:

The Proposal

The applicant seeks Council's approval to modify previously approved concept 21 lot subdivision of Lot 262 DP 757252 into a staged development and to change the subdivision layout to use the adjacent Crown road reserve for access.

Modification

- Subdivision to have access via Crown Road reserve. Previously, access was to have been from Currawong Road.
- Revised subdivision layout with the same number of lots (21 lots) as previously approved.

Site Description

The subject land is located off Currawong Road Tumut within R3 Medium Density Residential zoned land. The land is currently used for grazing cattle and has one (1) residential dwelling and farm buildings.

History

- A concept subdivision plan and 1st stage development application was submitted on 20 October 2016 and approved on 20 February 2017 (DA2016/0108).
- The applicant requested Council to consider acquisition of a section of Crown Road off Currawong Road to enhance the subdivision on the subject site.
- The acquisition of Crown Road request was reported to the Council meeting on 22 June 2017 where it was resolved:

M1/17 RESOLVED:

That Council decline the request seeking the transfer of tenure of the Crown Road reserve adjacent to Lot 262 DP757252 on the following basis that this point of access to the proposed subdivision of DA2016/0108 will provide traffic management issues on the realization of the full development (21 allotments).

- On 29 June 2017, a meeting was held with Mick Gray, Ken Clout, Gus Cox and Matthew Christensen. As an outcome of the meeting, it was agreed that the applicant will provide a revised proposed subdivision layout to Council for further consideration that met the concerns of future traffic management at the proposed intersection.
- On 29 August 2017, Council's Director Assets & Infrastructure informed the applicant that a determination on the transfer of the Crown Road would be made in conjunction with a modification of development consent for the subdivision.
- Modification of Consent submitted on 13 September 2017.

Summary

The proposal is permissible. The original application was referred to Rural Fire Service (RFS) and conditions are to be imposed as recommended. This application was also referred internally to Council's Asset Engineer. Council's Engineering Service conditions were imposed as recommended.

Public consultation

There was a formal objection to the proposal in relation to the transfer and use of the Crown Road. The adjoining neighbour has advised that an application has been submitted to the Department of Industry Land & Forestry (Crown Lands) to close the subject Crown Road, and objected to the proposed subdivision on the following grounds:

- a) Vehicles driving upward slope increase noise

- b) Vehicles lights driving from the subdivided lots, vehicles lights turning off Currawong Road and vehicles lights turning onto the new road will be on to the windows of her house
- c) Construction of the new road will increase the movement by residents, by walkers, motorbikes and 4WD's to access the bush area behind the subdivision
- d) Development of road reserve requires 130 gum trees to be removed
- e) Objector requests an onsite meeting with the Councilors and the Council's staff before the determination of this application
- f) If this application is approved by the Council, the objector wants the following measures to put in place:
 - Methods in place to protect privacy
 - Methods in place to maintain the integrity of the house and land
 - Methods in place to protect livestock from dog attack and disturbance
 - Relocate the fence between objector's property and Crown Road reserve that is a high security and planting of screening vegetation, that grows quick and water them until established before stage 1 commence
 - Current above ground electricity to the house to be placed underground

Consideration:

A detailed description and assessment of the proposal is provided in the attached Statement of Environmental Effects and Section 96 Assessment Report for Council's consideration. Briefly, there is no reason to refuse the application as it can be approved with conditions as outlined that will address the appropriate objections received in the submission.

Options

1. Not approve the modification application (MA2017/0016).
2. Council defers the application for amendment.

Budget Implications:

All costs would be borne by the developer.

Legal/Statutory Implications:

The application has been assessed under the following legislation and policies:

1. Environmental Planning and Assessment Act 1979
2. Environmental Planning and Assessment Regulation 2000
3. State Environmental planning Policy (SEPP) No 44-Koala Habitat Protection
4. Tumut Local Environmental Plan 2012
5. Tumut Development Control Plan 2011
6. Tumut Shire Council Asbestos Policy 2014

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Assessment Report (under separate cover)
- 2 Locality and Site Plan (under separate cover)
- 3 Original and Proposed Plans (under separate cover)

9. MANAGEMENT REPORTS**9.7 PURCHASE OF FLIPSCREEN ATTACHMENT FOR 20 TONNE EXCAVATOR**

Author: MICK RUSCONI

Responsible Manager: MATT CHRISTENSEN

Purpose of Report:

Opportunities for increased utilisation on the 20 ton Komatsu excavator and a new private works revenue stream are influencing factors in putting forward this case.

To increase Snowy Valleys Council's capacity to Recycle, Reuse & Reduce when managing bulk materials, such as; road pavement material; separating bitumen seal material, from pavement material, rock batter works; segregating the hard rock material from the soil, removing hard organic (timber) material from topsoil clearing.

Recommendation:

It is recommended that approval be given to purchase one FlipScreen™ to suit 20 tonne excavator at a cost of \$48,500.

Report:

The goal of this project is to deliver increased revenue to Council through additional works for RMS. The Corridor Asset Manager for this zone has identified and will provide ongoing contracted works for this plant item in sorting overburden bulk materials. Use of the screen will produce a useable homogenous product, such as gabion rock for lining drains to reduce erosion.

This business case is being produced to show that the purchase of this item is warranted. The factors taken into consideration in recommending replacement are as follows: -

Utilisation

An estimated 30 days of work a year for RMS, around 50 hours for council and other potential 50 hours for Private Works make up to 400 hrs pa.

Past utilisation on plant #2126 Komatsu PC220-8 excavator is:

2015 – 453 hrs

2016 – 896 hrs

2017 – 416 hrs

The benchmark utilisation for this equipment is 700 hrs pa, so an additional 400 hrs would build a strong case for continued fleet ownership.

Purchase & Maintenance Costs

The cost of a new unit to suit a 20 ton excavator is \$43500 which includes three (3) additional sized mesh screens. An additional cost in the vicinity of \$5000 will also be incurred to install proportional 2 way valves on the excavator.

The flipscreen™ is a sealed maintenance free unit which requires no regular servicing or replacement of filters or parts, after the initial capital outlay there will be no ongoing annual costs.

The lifespan of a flipscreen™ operating at upwards of 1200 hr pa is 5 years, therefore based on our expected utilisation it would be reasonable to expect a minimum 10 year life. Based on a purchase price of \$48500, utilisation of 400hr pa and a lifespan of 10 years the internal council hourly book out rate calculates out at \$17 per hour.

Options

Council may decide to not purchase the screen. This decision will maintain the status quo of current excavator utilisation.

This item of plant is not hireable from any providers and limited contractor options with logistical issues to Snowy Valleys sites impacting their availability.

Budget Implications:

The purchase of this additional item of plant was not included in the 2018 Plant Replacement Program as the opportunity was not known at that time. Council currently has sufficient funds in the plant reserve to fund this item as well as all other programmed replacements.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Minimal Business Risk – lower than expected revenues.

Risk Management - WHS and Public Risk:

Research on this product has found the designer and manufacturer to be very focused on harm minimization. The plant operator is protected by the design and action of the attachment and site specific risk assessment and risk control measures will ensure site safety, no difference to all other plant and implement use by operational workers for Snowy Valleys Council.

Council Seal:

No

Attachments

- 1 Flipscreen Photos



FlipScreen Excavator attachment



In use, sorting waste material from earth material.

9. MANAGEMENT REPORTS**9.8 REQUEST FOR FINANCIAL ASSISTANCE - TUMUT HIGH SCHOOL**

Author: MATT CHRISTENSEN

Responsible Manager: MATT CHRISTENSEN

Purpose of Report:

To recommend a donation to Tumut High School.

Recommendation:

That Snowy Valleys Council donate \$100 toward the Snowy Valleys Council Award for Business Studies.

Report:

Formerly, Snowy Works and Services received requests from community organisations for contributions to awards and events.

Currently a request for a donation has been received:

1. On Wednesday 13 December 2017, Tumut High School will be holding their annual Presentation Evening in order to recognize the outstanding achievements of their students. From 2013 (4 years) Snowy Works and Services has donated \$100 toward the Snowy Works and Services Award for Business Services.

Previously the Snowy Works and Services Board have approved sponsorships and donations to the following organisations:

1. Festival of the Falling Leaf - \$5,000 ex GST for fireworks
2. Lanterns on the Lagoon - \$1,000 ex GST towards the cost of the event
- Apple Blossom Festival - \$5,000 ex GST for fireworks
3. Batlow Ciderfest – Works in kind up to \$1,000 in value
4. National Tree Day - \$1,000 ex GST towards the cost of the event
5. Tumut High School - \$100 ex GST towards their annual Presentation Evening

Given the level of support offered in the past, it would be beneficial to the community to continue this support and review in the coming 6 months the level of support that will be continued going forward.

Options

Nil

Budget Implications:

\$100 to be funded under allocations for donations under Section 356 of the Local Government Act.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Letter Tumut High School



TUMUT HIGH SCHOOL

PO Box 70 (Bogong Place), TUMUT 2720
Telephone: (02) 6947 0600 Fax: (02) 6947 2497
Email: tumut-h.school@det.nsw.edu.au Website: www.tumut-h.schools.nsw.edu.au
ABN: 88 642 283 311

22nd August 2017

RECEIVED 31 AUG 2017

Mr Andrew Taylor
Snowy Works & Services
1 Gocup Rd
Tumut NSW 2720

Dear Andrew

We greatly appreciate your ongoing support of Tumut High School's academic, vocational, sporting and technological programs.

On Wednesday, 13th December 2017, we will be holding our Annual Presentation Evening in order to recognise the outstanding achievements of our students this year and we would be grateful if you would continue your support of our special awards again this year.

For organisational purposes we require confirmation of your continuing support by Friday, 29th September 2017. If you are unable to continue your support of our awards, could you please notify us as soon as possible so that other arrangements can be considered.

If you have any queries regarding this matter, please do not hesitate to contact Ms Deb Nicholls - Awards Co-ordinator or Mrs Penny Titjen - Administrative Manager, at school on 6947 0600.

Thanking you in anticipation of your support.

Yours faithfully

Mr D Dixon
Principal

✂ _____
TUMUT HIGH SCHOOL
ANNUAL PRESENTATION EVENING – SPECIAL AWARDS

Regarding the **Snowy Works and Services Award for Business Studies**

Snowy Works & Services will be continuing support for the special award program this year.

☐ Donation attached

☐ Donation will be provided on receipt of award recipient details

☐ **Snowy Works & Services** will not be continuing support for the special award program.

Respect. Responsibility. Safety.

9. MANAGEMENT REPORTS**9.9 2018 GARBAGE TRUCK CHANGEOVER**

Author: GEOFF NEILL

Responsible Manager: MATT CHRISTENSEN

Purpose of Report:

The purpose of this project is to deliver savings to Council via the decreased running costs due to the modernisation of the Plant as well as an increase in functionality over the existing Plant.

In line with good financial management and the goals effective Fleet Management this changeover is expected to decrease operating expenses which will ultimately keep hourly hire rates lower in the long term.

Recommendation:

That Council bring forward the replacement of Plant 637 & 638 Dennis Eagle Garbage Compactors to the 2017/18 financial year and offset the cost of bringing forward the replacement by:

- 1. Delaying the replacement of Plant 630 Hino Street Sweeper until the 2019 financial year.**
- 2. Authorising \$350,000 be transferred from the Plant Replacement Reserve to fund the remaining estimated amount.**

Report:

This business case is being produced to show that the replacement of these trucks is warranted.

Factors taken into consideration in recommending replacement include optimum changeover times, pricing, fuel consumption, downtime, repairs & maintenance costs
This business case relates to the replacement of:

Plant 637 & 638 Dennis Eagle Garbage / Recycle trucks

Purchased July 2014 – Optimum replacement time 5 years/ 8000 hrs

Originally programmed for replacement in 2019 financial year

This Plant is a vital part of Council's fleet providing garbage collection services for the major populated areas of Snowy Valleys Council.

A tendency to retain the garbage trucks for an extra year or two in the past has led to significant breakdown frequency and severity from component failure due to constant wear and tear resulting in costly downtime and repair costs. These trucks are the highest use items in the fleet and operate on a daily basis.

Ongoing problems with the current Dennis Eagle trucks and the resulting downtime has prompted a review of the operating costs. Downtime has been an issue with purchase and constant recalls has seen it necessary to return the truck to the dealer for corrective work.

At present the cost of fuel per km on these trucks ranges between 15 & 30% higher than the previous ones. Other costs are higher when compared with previous trucks, including tyres, routine maintenance and parts.

The most current problem relates to electrical faults with both trucks causing multiple problems with lights, transmission, warning beacons and instrumentation.

Both trucks are programmed for replacement in the 2019 financial year, however with a 6 month build time on this equipment it is feared that downtime will increase with the efficiency of kerbside services affected as it is not possible to hire replacements at short notice.

The capital replacement cost of the two trucks is estimated at a combined total of \$710k, with the existing trucks value estimated at \$70k, requiring a capital outlay from council Plant fund of \$640k.

Replacement of Council's street sweeper at a cost of \$290k (excluding trade) has been approved for the current financial year, however this can be delayed for 12 months, due to a reduction of utilised hours, not forecasted at purchase. This delay would partially offset the cost of the garbage truck replacement.

Options

Retain the Plant and replace when scheduled as per the Fleet Management Plan.

Budget Implications:

In line with best model financial management and the goals effective Fleet Management this is changeover is expected to decrease operating expenses which will ultimately keep hourly hire rates lower in the long term.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Delaying the replacement of these Plant items will expose Council to unfavourable customer feedback due to their unreliability.

Risk Management - WHS and Public Risk:

No critical safety systems have been recorded to have failed on these Plant items to date.

Industry feedback has forced manufactures to revise ergonomics to improve operator control comfort, thus reducing WHS risk from repetitive operations.

Council Seal:

No

Attachments

Nil

9. MANAGEMENT REPORTS

9.10 DONATION - ROTARY CLUB OF TUMUT

Author: BRAD BEED

Responsible Manager: MATT CHRISTENSEN

Purpose of Report:

To recommend a donation to the Rotary Club of Tumut

Recommendation:

That Council donate \$590.00 as reimbursement for park hire costs associated with the 2017 Carols by Candlelight held in Richmond Park.

Report:

In December this year the Rotary Club of Tumut will hold their annual Carols by Candlelight event in Richmond Park Tumut. In hiring the facility the Club will incur the standard charged as per Council's adopted Fees and Charges, for park hire, electricity and additional bin hire. Given the event is a community event the Club is requesting a donation from Council to the same amount as reimbursement.

Council has a standard historical policy of charging the appropriate hire fees for all events however for community (not-for-profit) events a donation (for the amount charged) is provided, in lieu of waiving the fees.

Options

Council does have the option, though not recommended, of not providing a donation given the charges incurred by the Rotary Club are standard adopted fees for park hire. However Council historically provides a donation to the amount charged for such community not-for-profit events.

Budget Implications:

\$590.00 to be funded from General Funds.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Letter from Rotary Club of Tumut



Rotary Club of Tumut Inc.

ABN 32 251 284 233

District 9710

PO Box 209

TUMUT NSW 2720

Email: tumut.rotary@gmail.com

October 10 2017

Brad Beed
Snowy Valleys Council
76 Capper St
Tumut NSW 2720

Dear Brad

Park Hire Fees & Banner charge: Carols by Candlelight 2017

The Rotary Club of Tumut hereby request the reimbursement for fees charged for the Rotary Carols by Candlelight December 2017.

Park hire fees + Electricity usage: \$540.00
Banner charge: \$ 50.00

TOTAL \$590.00

As we are a non-for profit organisation and are using the park and facilities as a community service to provide this event for the residents of SVC, we would greatly appreciate a full refund of the above charges. Please note that we only use the electricity from approx. 5pm - 9pm.

Please forward the reimbursement to the following account:

Rotary Club of Tumut Service Account
(please note change of banking details)

ANZ Banking Corporation

BSB: 012-855

Account: 302 548 426

We thank you for your co-operation.

Yours in Rotary

Pamela Oppelt
Secretary
Rotary Club of Tumut

TUMUT SHIRE COUNCIL		
PATH	
BOX ID	
DOC ID	
RECEIVED		
17 OCT 2017		
OFFICER	ACTION	INFO
MAYOR		
GM		
CORP SERV.		
DEV & ENVIR		
ASSETS		
FINANCE		
SWS		

9. MANAGEMENT REPORTS

9.11 2018 COUNCIL MEETING CALENDAR

Author: AMANDA HOBSON

Responsible ROBYN HARVEY
Manager:

Purpose of Report:

To present the 2018 Calendar of meeting dates for consideration and adoption by Council.

Recommendation:

That:

- 1. Council Meetings Calendar 2018 be adopted.**
- 2. The Ordinary meeting to be moved from the 27 December 2017 to the 13 December 2018 due to it falling on the Christmas break.**
- 3. The Ordinary meeting scheduled to be held 25 January 2018 be deferred to 22 February 2018.**
- 4. Meeting date changes only be made as a result of the Mayor requiring this to occur due to circumstances that would prevent the business being conducted and that the General Manager be in agreement with the change of date.**

Report:

The Meeting Calendar for all meetings during 2018 is presented to Council for consideration and adoption. The calendar will be a fixed schedule and the only allowance for change will be from a Council Meeting or the Chair of the Committee changing the date due to circumstances that require the meeting date to be changed.

Councillors and Committee members will be notified of any change in a meeting date.

The calendar provides dates for all meetings that Council has control over and other important dates/external meetings. Meeting dates will continue to be notified and updated via 'The Hub', Council's Update in the newspapers and on Council's website.

The calendar contains times, dates and venues for Ordinary meetings and Committee meetings.

By listing all these meetings it provides certainty to Councillors, Staff and the community as to when meetings will take place.

A copy of the adopted calendar will be available in each of the town libraries and at Councils offices for viewing by the public and upcoming meetings will also listed on Council's website.

The date for the 2018 National General Assembly - ALGA – 17 - 20 June 2018 Canberra
The date for the 2018 LG NSW Conference – has not been set.

Council and Directors please note in the calendar that the full week preceding the Ordinary Meeting where practical, has been left vacant to ensure that all minutes of Committee meetings will be included in the agenda and not result in minutes being carried from a week before one Ordinary meeting to the following Ordinary meeting. This will also avoid important Committee decisions being tendered as late reports.

Options

Nil

Budget Implications:

Nil

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Draft 2018 Meeting Calendar (under separate cover)

10. MINUTES OF COMMITTEE MEETINGS

10.1 MINUTES OF TUMBATREK COMMITTEE MEETING HELD 18
OCTOBER, 2017

File/Trim Ref: D17/8115

Recommendation:

That the Minutes of the TumbaTrek Committee meeting held on 18 October, 2017 be received and noted.

Attachments

- 1 Minutes Tumbatrek Committee Meeting

**MINUTES OF THE SNOWY VALLEYS COUNCIL TUMBATREK COMMITTEE HELD IN MEETING ROOM 2,
COUNCIL OFFICES, WINTON STREET TUMBARUMBA ON WEDNESDAY 18TH OCTOBER 2017.**

PRESENT: Councillor Julia Ham, Councillor Bruce Wright, Gus Cox, Glen McGrath, Georgia McDougall, Marilyn Gilbert

APOLOGIES: Natasha Borschmann, Peter McQueen

DISCUSSION ITEMS:

1. **Community members** – decided to invite Ian Chaffey and Tony a’Beckett to join the committee.

RESOLVED:

“That due to their previous participation and experience, community members, Ian Chaffey and Tony a’Beckett be invited to join the 2018 Tumbatrek Committee.”

Moved: Bruce Wright/Julia Ham

2. **Trek route** – after discussion it was decided that the Tumbatrek 2018 would be held in close proximity to Tumbarumba.

RESOLVED:

“That the Tumbatrek route would begin in the vicinity of HYNÉ, proceed along the Mt Garland Fire Trail to the Hume and Hovell Track and finish at Mannus Lake. “

Moved: Julia Ham/Bruce Wright.

3. **Invitees** – letters of invitation to dignitaries to be mailed out as soon as possible. At a later stage members of the public will be invited to join in Tumbatrek.
4. **Tumbatrek Dinner** – after researching caterers and venues a decision will be made at the next committee meeting.
5. **Event promotions** – to be looked after by the Tourism and Promotions team.
6. **Merchandise** – it was suggested that Tumbatrek T shirts and bucket hats be available for purchase by participants. Georgia will investigate and report to next meeting.

The next meeting of the Tumbatrek Committee will be held in Meeting Room 2 on Wednesday 22nd November 2018.

10. MINUTES OF COMMITTEE MEETINGS**10.2 MINUTES OF THE TUMBARUMBA MENS SHED COMMITTEE MEETING HELD 23 AUGUST 2017**

File/Trim Ref: D17/8237

Recommendation:

That the Minutes of the Tumbarumba Mens Shed Committee meeting held on 23 August, 2017 be received and noted.

Attachments

- 1 Minutes of the Mens Shed Committee Meeting



T UMBARUMBA MENS SHED MINUTES
MINUTES OF MEETING 23RD AUGUST 2017

Present: Ian Harrison, Graham Derrett, Gerry Hall, Jim Dennis, James Green, Ray Davies, George Martin.

Apologies: Ken Campbell, Andrew Hepburn, Dallas Starr, Bill Henness

Minutes: The minutes of the previous meeting were read.

Moved that the minutes be accepted: Ian Harrison, Seconded: Gerry Hall

Matters Arising out of the Minutes:

1. Hubs done. Graham doing the wiring on trailer.
2. Test and tagging. Not done. Not doing

Treasures Report:

Opening Balance: **\$2707.93**

Closing Balance **\$2880.75**

Full printout available to members if required

Income \$300.00. Updated list of financial members available

Moved the treasurer's report be accepted: Moved: Graham Derrett

Seconded Gerry Hall.

Correspondence:

1. Street stall booked and paid for 8th December 2017
2. Wagga Fire and Safety Security invoice
3. Wagga Fire and Safety sold. Details and invoicing to remain the same.
4. Brochure from Adult Learning Week.
5. Letter re exemption from Waste Learning. No levy for us.
6. AMSA July Newsletter
7. Hammonds invoice
8. Cheque and card from Pony Club and for use of electricity
9. Letter from John Morey re resignation from shed.

Moved correspondence by accepted: Jim Dennis. Seconded: Graham Derrett

Projects:

1. Crib finished.
2. Boat ongoing. (See above)
3. Wheelchair. James contacted Wagga Men's shed. Interested. Contact next week.
4. Light box???
5. Ann Rooks requires bible stand. Gerry to follow up.
6. Rocking horse three quarters done. Steel works required yet.
7. Kindling wood required,
8. Cot for Kay Wilson.

General Business:

1. Dallas Starr disable games winner. Going to Disable Games. Played soccer in Sydney recently and won trophy.
2. Cockatoos for stall.
3. UHF radio. Do we need it? Donated by Trevor Hoodless. Specialist item. List on EBay or Gumtree.
4. Ladies to be offered membership to shed. Meeting on a Wednesday separate from the mens days. General discussion. Contact AMSA and Adelong shed .Jim to follow up.

No further business.

Meeting closed 10.50am

Next Meeting 27/9 2017.

10. MINUTES OF COMMITTEE MEETINGS

10.3 MINUTES OF THE FRIENDS OF THE LIBRARY COMMITTEE MEETING HELD ON THE 19 SEPTEMBER, 2017

File/Trim Ref: D17/8239

Recommendation:

That the Minutes of the Friends of the Library Committee meeting held on 19 September, 2017 be received and noted.

Attachments

- 1 Minutes of the Friends of the Library Committee Meeting

**MINUTES OF THE ANNUAL GENERAL MEETING – FRIENDS OF THE LIBRARY
COMMITTEE**

DATE: Tuesday 19th September 10.45 am **LOCATION:** Tumbarumba Library

PRESENT: Kylie Bradley (President), Anna Foster(Publicity) Vicky Hulm(Librarian)
Jane Johnston , Karen Farrell (Secretary)

APOLOGIES: - Angeline Mulder and Tracey Wiggins

MEETING OPENED AT AND BY: Kylie Bradley at 10.45am

MINUTES FROM PREVIOUS MEETING

Kylie moved and Vicky seconded

BUSINESS ARISING FROM MINUTES:

- ATO progress - Tanya Whilesmith to finalise this week
- Outdoor furniture – Company didn't accept a cheque and Vicky had to organise a transfer. Vicky wants Karen to add on the Bendigo Bank account FOTL become another signatory with the Bank. Moved by Vicky seconded by Anna
- Swap not shop – Anna has been on putting it on facebook as its only 3 weeks away reminding people that the first person to register will get a prize on the night. Need a registration sheet with a card and number. Set up will be on the Friday.
All of us to wear black. Any leftover goods will be donated to the forgotten charity in Wagga.

CORRESPONDANCE

- Foodworks account for \$9.00
- Letter from Tumba high asking for a donation for their presentation night – moved by Kylie that we will give them money, but decide the amount at the next meeting

TREASURERS REPORT:

Audit was received back, and the council said everything's ok and to pass onto Angeline that she is doing a great job

LIBRARIANS REPORT:

Friends of Tumbarumba Library

September 2017 meeting

Library Report

Numbers at Storytime have slowly been increasing and last week we had a large group of 19 children, 12 parents and prams. We found the space to be cramped with that amount of people and have moved the lounge from the area, opening up the space with the table against the wall. Parents and children were very thankful for FOTL's donation of book prizes for Storytime during the Children's Book week.

Kathy Stewart will be starting the Library Assistant position on the 18th of September. She has a lot of experience with customer service and Information Technology and is looking forward to working in the library.

School holidays are fast approaching and Library staff have been busily working to create a fun filled program for the library.

Wednesday 27th September @ 11am—12noon **Step by Step Drawing** (Bookings Essential)

Thursday 28th September all day Lego **in the Library**

Tuesday 3rd October @ 2-5pm **Board Games in the Library**

Wednesday 4th October @ 11am - 12noon Paper **Flowers workshop** Bookings Essential

Thursday 5th October @ 11am **Tweet Treats** \$2.00 (Bookings Essential)

Vicky Hulm

GENERAL BUSINESS:

- Need to put a proposal together for the development of the outdoor space adjacent to the library .To organise a time and date to get together next term.
- Kylie going to Khancoban markets this Sunday to sell books for the friends of the library. For \$1 each
- We all proposed the end of September for our golf day fundraiser. Jane to help Karen compose a letter to ask for sponsorships. For example, \$250 gold \$150 silver \$ 100 bronze memberships. Would have to work out what they get for their sponsorships. Need to decide if its best to hold it on a Friday Saturday or a Sunday. Karen to ask Bill at the club.
- Street stall to be booked for term 4. Sometime close to Xmas.

BUSINESS TO ACTION FROM LAST MEETING:

ACTION	PERSON RESPONSIBLE	BY WHAT DATE	COMMENTS/PROGRESS
Marketing FOTL	Anna to elaborate		Snowy council has new logo...wanted to know whether we use the new logo or use our own

MEETING CLOSED: Kylie closed meeting at 12pm

NEXT MEETING: Friday 13th @ 10am

SECRETARY SIGNATURE:

PRESIDENT SIGNATURE:

10. MINUTES OF COMMITTEE MEETINGS**10.4 MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD ON TUESDAY 31 OCTOBER 2017**File/Trim Ref: D17/8308

Recommendation:

That the Minutes of the Internal Audit Committee meeting held on 31 October 2017 be received and the following recommendations contained therein be adopted:

4.1 Internal Audit Committee Charter for review**RECOMMENDATION:**

That the Committee's Charter, as amended by this meeting, be referred to Council for adoption.

4.2 Review of Council's Risk Management Policy**RECOMMENDATION:**

That the Risk Management Policy, as amended by this meeting be referred to Council for adoption.

4.5 Appointment of Internal Audit Committee**RECOMMENDATION:**

1. That Council formally review the performance of David Maxwell, Alyson Forsyth and Glenyce Francis, each of whom has expressed interest in reappointment, with a view to ensuring continuity in the operations of the Committee.
2. That Council staff immediately advertise for expressions of interest for additional external independent members of the Audit, Risk & Improvement Committee with a view to Council making appointments at its December meeting.
3. That the Internal Audit contract of Johnsons MME be extended for 18 months to 30 June 2019.

Julia Ham / Glenyce Francis

Attachments

- 1 Internal Audit Committee Minutes
- 2 Draft Audit, Risk and Improvement Committee Charter
- 3 Amended Draft Risk Management Policy

**THE MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD IN
THE TUMBARUMBA SHIRE COUNCIL CHAMBER, BRIDGE STREET, TUMBARUMBA,
ON TUESDAY 31 OCTOBER 2017**

COMMENCING AT 10.05AM

PRESENT: Dave Maxwell (Chairperson), Julia Ham (Councillor),
Glenyce Francis (External member), Alyson Forsyth
(External member)

BY TELEPHONE: John Larter (Deputy Mayor)

IN ATTENDANCE: Shirley Williams-Enever (Coordinator Governance and
Executive Support)

1. APOLOGIES

Stephen Clark (Internal Auditor), David Aber (Acting Interim General Manager), Robyn Harvey (Director Internal Services), James Hayes (Mayor), Jan-Michael Perez (Audit NSW)

Declaration of Interest – Dave Maxwell declared a non-significant pecuniary interest as supplier of training, software templates, and handbooks to Local Government generally.

2. MINUTES OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Internal Audit Committee Meeting held on 19 October 2017 be corrected to show Alyson Forsyth not Alyson Francis as attending the meeting and after correction be confirmed as an accurate record.

Julia Ham/Alyson Forsyth

Carried

3 BUSINESS ARISING

Nil – 19 October 2017

Minutes of the Internal Audit committee meeting held 10 August 2017 confirmed as an accurate record. Policy listed on the agenda for consideration and the next Internal Audit review is scheduled to commence shortly be reported to the February meeting.

4. AGENDA ITEMS

Minutes of the Meeting of the Internal Audit Committee held in the Tumbarumba Shire Council Chamber, Bridge Street, Tumbarumba on Tuesday 31 October 2017

4.1 INTERNAL AUDIT COMMITTEE CHARTER FOR REVIEW**RESOLVED:**

That the committee's charter, as amended by this meeting, be referred to Council for adoption.

Julia Ham/Glenyce Francis

Carried

4.2 REVIEW OF COUNCIL'S RISK MANAGEMENT POLICY**RESOLVED:**

That the Risk Management policy, as amended by this meeting be referred to Council for adoption.

Glenyce Francis/Dave Maxwell

Carried

4.3 SNOWY VALLEYS COUNCIL MATRIX REPORT**RESOLVED:**

The committee discussed minor changes to the format of the report, including the addition of informative notes to be provided in the status column.

The committee wishes to alert Council to the resources required for the validation of data required after the integration of systems.

Dave Maxwell / Glenyce Francis

Carried

4.4 DEVELOP AN INTERNAL AUDIT UNIVERSE**RESOLVED:**

That the Audit committee Universe be referred to the Risk Management Team and Management generally for further additions and development prior to further review at next meeting.

Alyson Forsyth / Glenyce Francis

Carried

4.5 APPOINTMENT OF INTERNAL AUDIT COMMITTEE**RECOMMENDATION:**

Minutes of the Meeting of the Internal Audit Committee held in the Tumbarumba Shire Council Chamber, Bridge Street, Tumbarumba on Tuesday 31 October 2017

1. That Council formally review the performance of David Maxwell, Alyson Forsyth and Glenyce Francis, each of whom has expressed interest in reappointment, with a view to ensuring continuity in the operations of the committee.
2. That Council staff immediately advertise for expressions of interest for additional external independent members of the Audit, Risk & Improvement committee with a view to Council making appointments at its December meeting.
3. That the Internal Audit contract of Johnsons MME be extended for 18 months to 30 June 2019.

Julia Ham / Glenyce Francis

5 GENERAL BUSINESS

Nil

6 NEXT MEETING

7 February 2018 commencing at 10am in Tumut.

There being no further business to discuss, the meeting closed at 12.04pm.



**SNOWY VALLEYS COUNCIL
DRAFT AUDIT, Risk and IMPROVEMENT COMMITTEE CHARTER
SVC-RM-CTR-001-02**

1. Objective

The objective of the Audit Committee (Committee) is to provide independent assurance and assistance to the Snowy Valleys Council on risk management, control, governance, and external accountability responsibilities.

2. Authority

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- Obtain any information it needs from any employee or external party (subject to their legal obligations to protect information).
- Discuss any matters with the external auditor or other external parties (subject to confidentiality considerations).
- Request the attendance of any employee or councillor at Committee meetings.
- Request Council authorisation for external legal or other professional advice considered necessary to meet its responsibilities.
- Maintain the integrity and security of confidential documents or information in your possession, or for which you are responsible.

3. Composition and Tenure

The Committee will consist of:

3.1.1 Members (voting)

- Not less than one (1) nor more than two (2) Councillors of Snowy Valleys Council.
- Not fewer than two (2) nor more than four (4) Independent external members, one of whom shall be Chairperson.

3.1.2 Attendee (non-voting)

- Mayor (ex-officio)
- General Manager
- Director of Internal Services
- Divisional Manager Finance and IT
- Divisional Manager People Culture and Governance

- Coordinator Governance and Executive Support

3.1.3 Invitees (non-voting) for specific Agenda items

- Representatives of the external & internal auditor.
- Other officers may attend for specific agenda items as requested by the Committee.

3.2 Term of Appointment

Councillor(s) to be appointed annually at the September Council meeting, to hold office until the commencement of the next September Council meeting, including where a Council election intervenes.

Independent external members to be appointed for the term expiring on 31st March next following the ordinary election, after which they will be eligible for extension or re-appointment following a formal review of their performance.

External members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of Snowy Valley Council. At least one member of the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.

In making changes to Committee membership, Council will have regard to the benefits of continuity of committee operations.

3.3 Responsibilities of members

Members of the committee are expected to:

- Understand the relevant legislative and regulatory requirements appropriate to Snowy Valleys Council.
- Contribute the time needed to study and understand the papers provided.
- Apply good analytical skills, objectivity and good judgement.
- Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.
- Are expected to extend a declaration of interest in line with the Local Government Act 1993.

3.4 Termination of Committee Membership

Committee membership can be terminated in accordance with the adopted Audit Committee Charter which may include the following conditions:

- a. The term of the appointment of the member expires; or
- b. The member resigns in writing to the Chair or the Mayor in the case of the Chair; or
- c. The member is removed by a resolution of Council; or
- d. The member misses two consecutive meetings, without an apology.

3.5 Conflicts of Interest

Committee members must comply with the provisions of Council's Code of Conduct, and must declare any conflicts of interest at the start of each meeting or before discussion of a

relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chair of the Committee.

4. Committee Roles and Responsibilities

The committee has no executive powers, except those expressly provided by the Council.

In carrying out its responsibilities, the committee must at all times recognise that primary responsibility for management of Council rests with Council and the General Manager as defined in the Local Government Act.

The responsibilities of the Internal Audit Committee may be revised or expanded by the Council from time to time.

The Committee's responsibilities are:

4.1 Risk Management

- Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud.
- Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings;
- Review the impact of the risk management framework on its control environment and insurance arrangements; and
- Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

4.2 Control Framework

- Review whether management has adequate internal controls in place, including over external parties such as contractors and advisors;
- Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated;
- Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with;
- Review whether appropriate policies and procedures are in place for the management and exercise of delegations; and
- Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

4.3 External Accountability

- Satisfy itself the annual financial reports comply with applicable Australian Accounting Standards and supported by appropriate management sign-off on the statements and the adequacy of internal controls.

- Review the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments.
- To consider contentious financial reporting matters in conjunction with council's management and external auditors.
- Review the processes in place designed to ensure financial information included in the annual report is consistent with the signed financial statements.
- Satisfy itself there are appropriate mechanisms in place to review and implement, where appropriate, relevant State Government reports and recommendations.
- Satisfy itself there is a performance management framework linked to organisational objectives and outcomes.

4.4 Legislative Compliance

- Determine whether management has appropriately considered legal and compliance risks as part of risk assessment and management arrangements.
- Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.

4.5 Internal Audit

- Act as a forum for communication between the Council, General Manager, senior management, internal audit and external audit.
- Review the internal audit coverage and Internal Audit Plan, ensure the plan has considered the Risk Management Plan, and approve the plan.
- Consider the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan.
- Review all audit reports and consider significant issues identified in audit reports and action taken on issues raised, including identification and dissemination of better practices.
- Monitor the implementation of internal audit recommendations by management.
- Periodically review the Internal Audit Charter to ensure appropriate organisational structures, authority, access and reporting arrangements are in place.
- Periodically review the performance of Internal Audit.

4.6 External Audit

- Act to facilitate communication between the Council, General Manager, senior management, internal audit and external audit.
- Provide input and feedback on the financial statement and performance audit coverage proposed by external audit, and provide feedback on the external audit services.
- Review all external plans and reports in respect of planned or completed external audits, and monitor the implementation of audit recommendations by management.
- Consider significant issues raised in relevant external audit reports and better practices guides, and ensure appropriate action is taken.

4.7 Reference from Council and the General Manager

- To consider, investigate and report on any matter referred to the Committee by Council or the General Manager.

4.8 Other matters

- The Committee may, at any time, consider any other matter it deems of sufficient importance to do so. In addition, at any time an individual Committee member may request a meeting with the Chair of the Committee.

5. Reporting

At the first Committee meeting after 30 June each year, Internal Audit will provide a performance report of:

- The performance of Internal Audit for the financial year as measured against agreed key performance indicators.
- The approved Internal Audit Plan of work for the previous financial year showing the current status of each audit.
- The committee will report regularly, and at least annually, to the governing body of Council on the operations of the Committee and internal audit and the management of risk and internal controls.
- Minutes of the Committee meetings will be supplied to the next Council meeting after approval by the Chairperson.
- The committee may make additional reports to Council from time to time on such matters as it deems fit. The Chairperson shall be entitled to be heard by Council in open or closed meeting upon written request addressed to the Mayor or the General Manager.

6. Administrative arrangements

6.1 Meetings

The Internal Audit Committee will meet at least four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.

The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members may make requests to the Chair for additional meetings.

A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit Committee Charter.

6.2 Attendance at Meetings and Quorums

A quorum will consist of a majority of Committee members, including at least one independent member. Meetings can be held in person, by telephone or by video conference.

If for any reason a vote is required at a meeting of the Internal Audit Committee and the votes become deadlocked (considering there is an even number of Committee members), the Chairperson shall have the casting vote.

The Committee shall be entitled to go into closed committee (i.e. excluding all management and non-members) for the purpose of meeting with representatives of the internal auditors or external auditors as determined by the Chairperson.

6.3 Secretariat

The Chairman shall determine the agenda for each meeting and the supporting papers are circulated; Council shall provide secretariat services and ensure the agenda for each meeting and supporting papers are circulated at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained. Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

6.4 Induction

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

6.7 Review of Audit Committee Charter

At least once every two years the Audit Committee will review the Audit Committee Charter, the Audit Committee will approve any changes to this Audit Committee Charter.

Next review required: December 2019

History tables

Version Control No	Development /Amendment	Approval date	Resolution number	Activity log
IAC	8.7.2016			Consolidation of the former Tumbarumba and Tumut Shire Councils Internal Audit committee charters
AR&IC	31.10.2017			

Approved by TSC Internal Audit Committee:	Confirmed by Tumbarumba Shire Council:
4 June 2009	
18 October 2012	
22 January 2013	M13.1
29 July 2013	M162
27 August 2015	M209/15

Title: Internal Audit Committee Terms of Reference	ID No: TotR.17 V1.2
Document : Terms of Reference	Page: 6 of 6
Council Resolution : 717	Date Adopted: 22 September 2009
Last Amended : Tuesday, 26 February 2013 Res. No. 50	Review Date: July, 2016



Risk Management Policy

Policy Number: SVC-RM-PO-003-02

By adopting a risk management framework and embedding a culture of risk management Council will be able to understand the risks for Council now and into the future, protect its employees, assets, maximise opportunities and minimise negative outcomes or potential losses.

Effective risk management aims to mitigate any uncertainty surrounding Council being able to achieve its strategic goals and operational objectives.

Legislation

Council is guided by the *Local Government Act 1993*, the *Civil Liability Act 2002*, as well as Australian Standards and Statewide Mutual's Best Practice Manuals for the management of risk.

Definitions

Risk - means the chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.

Risk Management - is the process consisting of well-defined steps which, when taken in sequence, support better decision making by contributing to a greater insight into risks and their impacts. The Risk Management process can be applied to any situation where an undesired or unexpected outcome could be significant or where opportunities are identified. It is as much about identifying opportunities as it is about avoiding losses.

Scope

This policy applies to all areas of Council's operations and workers including volunteers, contractors and consultants, and all levels of the organisation.

Overview

Risk Management is the culture, processes and structures that are directed towards realising potential opportunities whilst managing adverse effects. It is a process of continuous improvement that is to be embedded in all the practices and processes of Council. Risk Management promotes communication between all stakeholders and improved information flow enhances the decision making process.

Snowy Valleys Council will use the AS/NZS ISO 31000:2009 Risk Management Principles and Risk Management Guidelines as the main source of guidance for the development, implementation, consultation and review of the Risk Management framework.

The objectives of this Risk Management Policy are to effectively utilise the human, financial and other resources available to minimise injury, loss and exposure to litigation through: -

- Increased knowledge and understanding of exposure to Risk and to create an environment where all council employees will assume responsibility for managing risk;
- Creating a best practice and quality organisation;
- A systematic, well-informed and thorough method of decision making;
- Effective strategic planning;
- Ensure legislative compliance;

- Enhancing ratepayers' value by minimising losses and maximising opportunities;
- Minimise disruptions;
- Safeguard and enhance Snowy Valleys Council assets;
- Better cost control;
- Better utilisation of resources;
- Strengthening a culture for continued improvement; and
- Increasing preparedness for outside review.

Council will:

- Manage risk based upon AS/NZS ISO 31000:2009 Risk Management standard and other relevant guidelines and standards;
- Pursue a Corporate Risk Management approach involving all risks and all levels of Council organisation;
- Ensure that Council appropriately manages risk in line with its risk appetite and tolerances
- Implement this Policy through its Risk Management Framework;
- Make informed judgements concerning the level and costs of risk involved in achieving cost-effective outcomes;
- Monitor and report compliance with this Policy by providing reports to the Audit, Risk and Improvement Committee on the status of Risk Management within Council and identify the need for specific areas for review.

This policy applies to all Council activities, including but not limited to:

- Human Health & Safety – employees and others;
- General liability issues - Public Risk, Councillors & Officers Liability and Professional Liability;
- All Asset and Property issues – Council owned and/or responsible – including Information Technology;
- Environmental issues;
- Business Interruption, Disaster and Emergency Planning;
- Contractual, Economic and Financial issues

The risks associated with these areas of activity will normally be identified, analysed and managed by responsible officers in each of the functional areas of Council, however some major projects or activities may require the allocation of specific resources to the risk management process. **Budget considerations will necessitate the allocation of funds in order of risk priority.**

The Risk Management framework consists of this Risk Management Policy, supported by various Policy Statements that have been endorsed by Council, and further supported by documented Procedures, Work Instructions and Checklists and any other documentation that may be deemed necessary for the effective implementation, training, operation and monitoring of the Risk Management framework within the Council.

Support available to assist those responsible for risk

This policy is to be implemented in accordance with Australian Standard AS/NZS ISO 31000 and the Best Practice Manuals as issued by the Board of Management, Statewide Mutual.

Council will maintain active membership of the Riverina Regional Risk Management Group.

Council shall employ Risk Management Officers and appoint a Quality, Risk and Safety Committee to assist with the coordination and implementation of this policy. The Quality, Risk and Safety Committee terms of reference will be consistent and will compliment this policy.

Responsibilities

Council – Elected members of Council (In the Interim period – The Administrator)

- Council recognises its responsibilities for the Risk Management Plan
- Council will support the adoption risk management plan by the consideration and allocation of appropriate resources for the implementation and maintenance of the plan.

The General Manager

Is responsible for the establishment of the risk management system throughout the organisation and has the ultimate responsibility for the implementation of the Risk Management Policy and Framework.

- Assign appropriate responsibilities and accountabilities to the Directors.
- Establish performance measure and monitor the organisations objectives.

Executive

Departmental Directors are responsible for the effective implementation of the Risk Management Plan within their respective departments.

- Assign appropriate responsibilities and accountabilities to individual positions within their directorate and monitor individual performance against objectives.
- Create an environment where managing risk is an accepted day to day task.

Employees and Volunteers

- Are accountable for managing risk within their area of responsibility.
- Ensure that the appropriate risk management tools and template are used in the correct manner.
- Monitor work assessments, determine control measures for risks identified and escalate any significant risks up to management in accordance with the risk matrix guidelines.
- Are responsible to ensure that documentation is compiled correctly, risk assessments are conducted and implementing control measure to minimise risks.
- Identified high level risks are escalated as required to supervisors and team leaders.

Contractors

- Contractors are responsible for managing risk within their contract bounds.
- Contractors are to provide risk management documentation to the Council Contract Manager including identified control measures.
- Identified high risks are reported to the Council Contract Manager.
- Contractors that have no WHS system will be required to meet Council WHS standards

Corporate Risk Officer

- Is responsible for maintenance and upkeep of this policy and associated documentation.
- Is responsible for coordinating the activities of the Quality, Risk and Safety committee.

The Quality, Risk and Safety Committee's role is to:

- Implement the Snowy Valleys Council risk management policy and associated documents.
- Develop and implement the risk management framework and make recommendations for continuous improvement of the risk management framework.
- Ensure the risk management framework objectives align with organisational objectives and values
- Continually monitor the risk management framework and associated documents for improvement
- Make recommendations to Council, and provide advice and assistance to all departments and the Executive on issues related to risk management implementation, compliance and performance

- To make requests to Council for recurrent and discretionary allocation of funding to carry out the Risk Management framework.
- Audit and risk / other
- Report minutes to the Audit, Risk and Improvement committee.

Key Performance Indicators

Effectiveness indicators may include, but not be limited to:

- Reported Incidents;
- General complaints/advice of potential hazards;
- Litigation against Council;
- Completed staff training;
- Intervention and inspection levels as detailed for AUS-SPEC and other
- Standards adopted by Council; and
- To meet statutory reporting requirements.

Contact Officer: Corporate Risk Officers

Associated Documents

- External** - AS/NZS ISO 31000:2009 Risk Management Principles and guidelines
Statewide Best Practice guides
- Internal** - Snowy Valleys Risk Management framework
Snowy Valleys Continuous Improvement Action Plan

Superseding Policy No. and Title:

Tumut Shire Council Risk Management Policy – RM.05 last amended 5 October 2012 by Council Resolution 148.

Tumbarumba Shire Council Risk Management Policy – TSC-RM-PO-043-05 last amended 17 July 2013 Council resolution M191 dated 26 September 2013.

Policy prepared by: Risk Management Officer Tumut and Corporate Support Officer Tumbarumba

History table:

Version Control No	Development /Amendment Date	Approval Date	Resolution Number	Activity log
0	12.9.2016			Prepared by Risk Management Officer (Tumut) and Corporate Support Officer (Tumbarumba)
0	29.11.2016			Amended by RM committee Snowy Valleys Council
0		28.02.2017		Presented to Policy Review Committee
1		23.03.2017	M29/17	Adopted by Ordinary Council Meeting
2	31.10.2017			Amended by AR&I committee

10. MINUTES OF COMMITTEE MEETINGS

10.5 MINUTES OF YOUTH COUNCIL MEETING HELD 8 NOVEMBER, 2017

File/Trim Ref: D17/8444

Recommendation:

That the Minutes of the Youth Council meeting held on 8 November, 2017 be received and the following recommendations contained therein be adopted:

Nomination for New Member

RECOMMENDATION

That Council accept Anthony Young's nominations to join the Tumut Youth Council as a member of the Committee.

Attachments

- 1 Youth Council Minutes dated 8/11/17

MINUTES YOUTH COUNCIL COMMITTEE

WEDNESDAY, 08 NOVEMBER, 2017

MEETING COMMENCEMENT:

PRESENT:

Participants:	Present:	Apology:	Absent:
Councillor Cate Cross	x		
Council Representative – Evan Saunders	x		
Chairperson – Jeané Van Der Merwe	x		
Deputy Chairperson - Joe Post	x		
Treasurer – Jeremy Hannah	x		
Secretary - Daisy James	x		
Publicity Officer – Lori Webb		x	
Charlie Dodds			x
Kiera Beavan			x
Aiden Rossiter			x
Caleb Francis			x
Brendon Castle	x		
Lachlan McDonald	x		
Joshua Veitch	x		
Lulu Saunders	x		
Hannah Veitch		x	
Oscar Thornton	x		
Teagan Fava – Adult Facilitator		x	
Barb McKimmie – Adult Facilitator		x	

Council staff in attendance were Evan Saunders and Cllr Cate Cross .

APOLOGIES:

YC16 RESOLVED that the apologies from Lori Webb, Barb McKimmie, Teagan Fava and Hannah Veitch be received.

J Hannah / L Saunders

CONFIRMATION OF MINUTES:

YC17 RESOLVED that the minutes of the Youth Council Committee held on 11-October-2017 be accepted as read.

J Hannah / L Saunders

BUSINESS ARISING FROM MINUTES:

- Cllr Cross – Following our last Youth Council meeting's recommendation to Council about the skate park upgrade, Councillors briefly discussed the need to search for future funding opportunities to provide infrastructure improvements at the skate park.
- Cllr Cross offered assistance in helping draft letters to organisations and corporations to ask for assistance in funding.
- Evan to continue first steps at engaging with various stakeholders including skaters, parents, design consultants and local partners.
- Evan indicated that the Youth Council logo competition was open and information was being sent to High Schools, TAFE and other relevant networks to promote the initiative.

**MINUTES
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 08 NOVEMBER, 2017**

- Competition T&Cs and entry forms would be made available for download from the Council website.

COMMITTEE REPORTS:**Youth Matters November and December 2017 (YC1)****1. Youth Holiday Program**

- Evan shared that he has been discussing pool parties with the Shire's public swimming pool manager David Mayo. Each town with a public pool should have a pool party to keep everything equitable.
- Batlow Interact has been written to see if they are interested in hosting a pool party at the Batlow swimming pool.
- All parties were discussed to take place in January 2018 during the holidays.
- Jeremy suggested the Youth Council could include games of backyard cricket at the Tumut and Adelong Pool parties.
- Jeané suggested volleyball also seeing as the swimming club had the nets available at the pool.
- The idea about movie nights at the pool was also discussed.
- Evan indicated that to cover costs for hire of an outdoor cinema screen and rights to screen a recent release movie a cover charge would have to be put on entry to the pool for the movie nights at the pool.
- Costs could be recuperated through a minimal cover charge of approximately \$5:00 per person. The Youth Councils agreed a movie deal could be organised to sell a BBQ or hot food of some kind on the side.
- Jeané and Lachlan agreed that perhaps the bigger towns such as Tumut and Tumbarumba would be best suited to try the pool movie nights due to the costs involved in putting the activities on.
- Bubble Soccer and other games were suggested as great ideas for January Holiday activities, Evan will create a booking for two to three venues across the shire.
- Youth Council members suggested that we create a misting tent seeing as it will be a hot day in January.
- Members also decided to organise other games and activities while people wait to have their turn in the bubble soccer games.
- Suggestions include ultimate Frisbee and volleyball.

2. Youth Public Art Project

- Artist James Houlcroft aka 'Houl' will be returning to Tumut early December to run the public art project that was applied by the Youth Council through the SVC Community Strengthening grants earlier this year.
- Referring to the application to paint the illegally graffiti'd wall from the RHB carpark adjoining the Tumut KFC drive thru, this project is a partnership between the Youth Council and the artist in mention.
- Lachlan says he can help promote with a poster design to attract people interested in the project.
- All current members except Lulu expressed interest in helping the project happen and wanted to take part in the workshop.
- Suggestions for designs to the wall include a drum stick (Josh), children hiding around the steps (Jeané) or a 'stairway to heaven' (Oscar) following the steps up from the RHB car park to the drive thru lane.

**MINUTES
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 08 NOVEMBER, 2017****3. Christmas Carols and Christmas Markets**

- Following the last Youth Council meeting the Youth Council will be helping Tumut Rotary with the Christmas Carols event in Tumut on Sunday the 10th of December.
- Joe suggested that all members take turns painting faces so that the load is shared out evenly amongst everyone.
- Previously suggested activities including a waterslide were dismissed as too much hassle and most probably not sticking with the theme of the evening which is Christmas Carols in the park.
- Members acknowledged that this is a Rotary organised event and that the committee would help out as previously were asked to in the form of face painting.
- The Youth Council PA is being hired by Rotary for the event. Part of the hire fee will go to Ben Treglowan who has agreed to mix the live performances during the carols event.
- The Christmas shopping markets are happening again Thursday the 14th of December on Wynyard Street.
- The Tumut Chamber of Commerce has invited the Youth Council to help assist with the evening by helping children draw chalk pictures upon the closed Wynyard Street.
- Jeané and Jeremy agreed to help with the chalk art.

YC18 RESOLVED that the Youth Council discuss matters in this report and take action accordingly.

L Saunders / J Hannah

The Youth Council received a new member application from Anthony Young. Mr Young also attended the meeting as a guest.

RECOMMENDATION

That Council accept Anthony Young's nomination to join the Tumut Youth Council as a member of the committee.

J Veitch / J Post

GENERAL BUSINESS:

- Lachlan and other members expressed their concerns about some members in the Youth Council who need to be reminded about their responsibilities in turning up to help at activities coordinated and run by the committee.
- Some members who are part of the committee do not help out when they say they can.
- Evan will contact members who have remained away from meetings and events without apology or notification.
- Members who have not attended meetings consistently without sending apology or notification can remain as youth council helpers at events provided that they update their online induction to be covered by insurance.
- Josh asked if the Youth Council could consider purchasing a new BBQ that would be bigger and more effective than the current one.
- Evan to provide feedback to the committee in the new year about this decision.
- End of year Christmas Party was decided to be held at the Wing Cheng Restaurant in Tumut on Saturday the 2nd of December at 6pm.
- Evan to check with restaurant about availability for this date.
- Each member to pay their own meal.

**MINUTES
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 08 NOVEMBER, 2017**

- Members all picked a name out of the hat for Secret Santa, the limit to spend on each member is \$10.
- Members who sent an apology to the meeting will be notified about who they have to buy for.
- Jeremy wishes to thank Teagan Fava for her assistance in purchasing extra Halloween decorations for the Halloween party on November 3rd.
- Jeremy suggests that the Youth Council purchase a thank you gift of chocolates to Hansie Armour for letting the Youth Council use the Connection for the party.
- All members involved were happy with how the party went despite it being a rushed activity to organise.
- Evan indicated the Youth Council spend months leading up to an event in preparation rather than a couple of weeks.
- Josh and Joe proposed that The Youth Council bring back Party in the Park for Youth Week 2018.
- Evan suggests they begin planning soon.
- Organising pods can be set up to include all members in the committee in aspects of learning how to organise and run a medium sized community event such as Youth Week's Party in the Park (PITP).
- Meetings to begin in December and January for initial discussions for the event.
- Oscar enquired about the planned joint Youth Council with the Tumbarumba Youth Council.
- Evan indicated that it could happen prior to school term resuming for 2018.
- Daisy suggested a trip to Canberra's Big Splash as a possible option.
- Evan will look at budget and options.
- Youth Council members will have to consider paying their own entry to activities in Canberra.
- Useful as a team building opportunity and inter youth council networking activity.
- Evan will look into transport costs and options for both committees.

NEXT MEETING

The next meeting will be held on Wednesday 7th February 2018.

CLOSED:

The meeting closed at 5:55pm.

11. COMMITTEE OF THE WHOLE

The Local Government Act provides that Council may close to the public that part of the meeting that deals with matters of a confidential nature. Section 10(2) lists such matters.

The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting.

Recommendation:

That Council move into Committee of the Whole to consider the matters listed in the confidential section of the agenda (Committee of the Whole) in accordance with Section 10(2) of the Local Government Act 1993 for the reasons specified.

11.1 REQUEST FOR REDUCTION OF WATER ACCOUT - METER

273732

Item 11.1 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

11.2 REQUEST FOR REDUCTION OF WATER ACCOUNT -
METER R00001860

Item 11.2 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

11.3 REQUEST FOR WATER ACCOUNT REDUCTION - METER
NO. WM08W056919

Item 11.3 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

11.4 REQUEST FOR WATER ACCOUNT REDUCTION - METER
NO. WM19523

Item 11.4 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

11.5 REQUEST FOR REVIEW OF WATER ACCOUNT - METER
NO. WM111264

Item 11.5 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

11.6 REROC BITUMEN EMULSION SUPPLY TENDER

Item 11.6 is confidential under the Local Government Act 1993 Section 10A 2 (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.