

Snowy Valleys Council



SNOWY VALLEYS COUNCIL MEETING BUSINESS PAPER 25 OCTOBER 2018

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 A Councillor who has declared a pecuniary interest in a matter before the council but has withdrawn from the meeting because of that declaration is not counted in considering whether the meeting is quorate for that matter.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 25 October 2018
Snowy Valleys Council Chambers
Bridge Street, Tumbarumba
2.00pm

AGENDA

1. ACKNOWLEDGEMENT OF COUNTRY

2. APOLOGIES AND LEAVE OF ABSENCE

- Leave of Absence from Clr Bruce Wright was granted on 28 June 2018 for this meeting.
- Request for Leave of Absence from Clr Margaret Isselmann for this meeting.
- Request for Leave of Absence from Clr Geoff Pritchard for this meeting.

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

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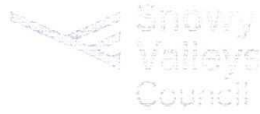
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PERM



**SNOWY VALLEYS COUNCIL
LEAVE OF ABSENCE**

General Manager
Snowy Valleys Council
76 Capper Street
TUMUT, NSW 2720

SNOWY VALLEYS COUNCIL
RECEIVED
09 OCT 2018
Tumut Office
DGC ID: _____
BOX ID: 651
Notes: _____

Dear Sir, G.M. Matthew

I wish to apply for leave of absence from the Council Meeting to be held on

Date: 25th October

I will be absent for the following reason/s:

attending United Hospital Aux. NSW annual
conference in Sydney

Yours faithfully

M. E. Hulman
(Councillor Signature)



SNOWY VALLEYS COUNCIL
LEAVE OF ABSENCE

General Manager
Snowy Valleys Council
76 Capper Street
TUMUT, NSW 2720

Dear Sir,

I wish to apply for leave of absence from the Council Meeting to be held on 25.10.18

Date: 10/10/18

I will be absent for the following reason/s:

flower season

Yours faithfully


.....
(Councillor Signature)

G PRITCHARD
.....
Print Name

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 27 September 2018

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 27 September 2018 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 27
SEPTEMBER 2018 COMMENCING AT 2:00pm**

PRESENT: Mayor James Hayes (Chair), Councillor Andrianna Benjamin, Councillor Cate Cross, Councillor Julia Ham, Councillor Margaret Isselmann, Councillor John Larter, Councillor Geoff Pritchard, Councillor Cor Smit, Councillor Bruce Wright.

IN ATTENDANCE: Acting General Manager Robyn Harvey, Director Assets and Infrastructure Matt Christensen, Director Strategy, Community and Development Gus Cox and Directorate Administrative Executive Support Michelle Duck.

The Mayor noted that the General Manager Matthew Hyde is on leave and that the Director of Internal Services Robyn Harvey is Acting General Manager

1. ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Mayor James Hayes.

2. APOLOGIES

Nil.

3. DECLARATIONS OF INTEREST

Nil

4. PUBLIC FORUM

Mr Jason Beavan from Tumut Basketball addressed Council in relation to report 10.2 Regional Multi-Purpose Centre – Community Consultation.

5. CONFIRMATION OF MINUTES

M249/18 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 23 August 2018 be received.

Cr Margaret Isselmann/Cr Bruce Wright

5.1 BUSINESS ARISING

Nil.

6. CORRESPONDENCE/PETITIONS

Nil.

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil.

8. MAYORAL MINUTE

Nil.

As the first order of business, the Mayor James Hayes called for nominations for the position of Deputy Mayor for a one (1) year term, ceasing September 2019.

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 ELECTION OF DEPUTY MAYOR - 2018-2019****M250/18 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Election of Deputy Mayor to 27 September 2018 Ordinary Meeting of Council.
2. Determine the voting method in the event of there being more than one candidate.
3. Invite nominations for the election of Deputy Mayor.
4. Elect a Deputy Mayor in accordance with Section 231 of the Local Government Act.
5. That the election of the Deputy Mayor be conducted by ordinary ballot.

Cr John Larter/Cr Bruce Wright

The Acting General Manager (Returning Officer) advised that she received two (2) nominations for the position of Deputy Mayor from Councillor Julia Ham and Councillor John Larter.

Election is conducted as per the resolution.

The Acting General Manager (Returning Officer) declared Councillor John Larter to be elected Deputy Mayor for a one (1) year term, ceasing September 2019.

M251/18 RESOLVED:

A motion was moved and seconded that the ballots from the Mayoral election be destroyed.

Cr Margaret Isselmann/Cr Cate Cross

At this stage in time being 2:14pm, Council took a brief recess.

The meeting resumed at 2:16pm.

M252/18 RESOLVED:

A motion was moved and seconded that report 10.2 be brought forward.

Cr John Larter/Cr Andrianna Benjamin

10.2 REGIONAL MULTI-PURPOSE CENTRE - COMMUNITY CONSULTATION**M253/18 RESOLVED:**

THAT COUNCIL:

1. Note the report Regional Multi-Purpose Centre – Community Consultation including the submissions received during the consultation period.
2. Proceed to the next phase of project development, being the detailed site assessment and final concept plan to bring the project to design ready phase.
3. Incorporate the following modifications to the initial concept:
 - a. Increase the lanes of the indoor swimming pool to five lanes, plus ramp entry
4. Seek grant funding to progress the next phase of project development, noting further development of the project will not commence until such time as grant funding is received.
5. Authorise the General Manager and Mayor to affix the seal of Council to any funding deeds for grants awarded for the Regional Multi-Purpose Centre.
6. Write to the respondents of the community consultation notifying of the outcome of Council's consideration of the Regional Multi-Purpose Centre.

Cr John Larter/Cr Geoff Pritchard

9.2 2019 COUNCIL MEETING DATES**M254/18 RESOLVED:**

THAT COUNCIL:

1. Receive the report on meeting dates for 2019
2. Approve ordinary meeting dates for 2019 as follows:
 - Thursday 21 February 2019
 - Thursday 21 March 2019
 - Thursday 18 April 2019
 - Thursday 16 May 2019
 - Thursday 20 June 2019
 - Thursday 18 July 2019
 - Thursday 15 August 2019
 - Thursday 19 September 2019
 - Thursday 17 October 2019
 - Thursday 21 November 2019
 - Thursday 19 December 2019
3. Approve the cancellation of the meeting in January 2019 unless there are extenuating circumstances and the Mayor deems it necessary to call a meeting

Cr Margaret Isselmann/Cr Julia Ham

9.3 COMMITTEES AND NOMINATION OF DELGATES REPORT FOR 2018/2019**M255/18 RESOLVED:**

THAT COUNCIL:

1. Elect delegates and alternate delegates to each of the Committees.
2. Determine if the delegate has voting rights or is appointed as an observer only.
3. The Governance and Compliance Officer write to each committee to advise them who will be their Council delegate for the 2018/19 period.
4. Conduct a review of all Committee Terms of Reference for each Committee of Council in consultation with the relevant Committee.

Cr John Larter/Cr Andrianna Benjamin



**2018/2019 LIST OF COMMITTEES AND THEIR DELEGATES
As at 27/09/2018**

Section 355 Committees	Committee Function	Councillor Delegate	Alternate Councillor Delegate	Other Staff Delegate / Community Members	Meeting Frequency
Batlow Development League	<p>The objectives of the Committee is:</p> <ul style="list-style-type: none"> To provide civic leadership to the Batlow community To stimulate the ongoing economic community, social and cultural prosperity of the community of Batlow and its environs. <p>Sub-committees are:</p> <ul style="list-style-type: none"> Batlow Apple Blossom Festival Sub Committee The Batlow Literacy Institute Management Sub Committee A Youth Recreation (skate park) Sub Committee A Batlow Youth Advancement League Ciderfest Sub Committee Other Sub Committees as from time to time approved by Council. 	Cr Cor Smit	Cr Margaret Isselmann	Community representatives	This committee meets – 1 st Wednesday of each month at 7pm
Tumut District Community Transport Service	To provides transport for people in our Communities, who are <i>frail aged</i> , people who have a <i>disability</i> , and for their <i>careers</i> .	Cr John Larter	Cr Cate Cross	Community representatives	Still developing TORs
Festival of the Falling Leaf	The purpose of the Working Party is to plan, organise and deliver a quality annual festival event within an approved budget for the whole of the Tumut that provides a high value festival experience for both the community and visitors to the region.	Cr Margaret Isselmann	Cr Cate Cross	Six Community representatives	Fortnightly
Glenroy Heritage Reserve Committee	This Committee has the responsibility for the care, control and management of the Glenroy Heritage Reserve, including letting, cleaning, maintenance and	Cr Julia Ham	Cr Margaret Isselmann	Community representatives	The Committee meets quarterly

2017/2018 LIST OF COMMITTEES AND THEIR DELEGATE Page | 1 Adopted: 27/09/18 M255/18 (ID1915016)



**2018/2019 LIST OF COMMITTEES AND THEIR DELEGATES
As at 27/09/2018**

Section 355 Committees	Committee Function	Councillor Delegate	Alternate Councillor Delegate	Other Staff Delegate / Community Members	Meeting Frequency
	operations and the purchase of furniture and furnishings. Sub-Committee is <ul style="list-style-type: none"> Pioneer Women's Hut 				
Khancoban Community Committee	Management of Khancoban Community Hall. Sub Committees are: <ul style="list-style-type: none"> Khancoban Op Shop Committee; Hall Committee KUVA 	Cr Cor Smit	Cr Julia Ham	Community representatives	Three times per year.
Mountain Landcare Committee - Tumbarumba	To provide education about environmental issues, threats to beautiful natural environment, Energy and Waste management	Cr Julia Ham	Cr Bruce Wright	Director of Strategy Community and Community representatives	Annually
Rosewood Community Shed Committee	To manage the facility known as the "old fire shed" for the community of Rosewood. This building is leased by the Council and committee to assist with payment of ongoing costs	Cr Bruce Wight		Community representatives	Quarterly
Talbingo Progress & Ratepayers Association	The objectives of the Committee is: <ul style="list-style-type: none"> To provide civic leadership to the Talbingo community To stimulate the ongoing economic prosperity, social and cultural of the community of Talbingo and its environs 	Cr Cate Cross	Cr Margaret Isselmann	Community representatives	This Committee meets – 1 st Wednesday of each month at 7.30pm
Tooma Recreation Reserve Committee	Management of Tooma Reserve and Tooma Gymkhana	Cr Bruce Wright	Cr Julia Ham	Community representatives	Annually

2017/2018 LIST OF COMMITTEES AND THEIR DELEGATE Page | 2 Adopted: 27/09/18 M255/18 (ID1915016)



**2018/2019 LIST OF COMMITTEES AND THEIR DELEGATES
As at 27/09/2018**

Section 355 Committees	Committee Function	Councillor Delegate	Alternate Councillor Delegate	Other Staff Delegate / Community Members	Meeting Frequency
Tumbafest Committee	To deliver a successful festival.	Cr Julia Ham	Cr Bruce Wright	Tumbafest Coordinator and Tourism Promotions Officer	This committee meets monthly
Tumbarumba Airfield Committee	Manages the operation of the Tumbarumba Authorised Landing Area.	Cr Bruce Wright	Cr Julia Ham	Community representatives Director of Assets and Infrastructure	This committee meets on an as needs basis
Tumbarumba Friends of the Library	To assist and encourage enhancement of the Tumbarumba Library and to raise funds to assist in the development of resources within the library.	Cr Cor Smit	Cr Julia Ham	Community representatives/ Division Manager Community Services (or delegate)	Monthly (TOR developed)
Tumbarumba Historical Society	To preserve Tumbarumba and district's history and the management and running of the Tumbarumba Museum	Cr Bruce Wright	Cr Julia Ham	Community representatives	This committee meets on an as needs basis
Tumbarumba Men's Shed	To manage the facility known as the Tumbarumba Men's Shed	Cr Bruce Wright	Cr Cor Smit	Community representatives	Monthly
Tumbarumba RSL Memorial Hall Management Committee	Management of the RSL community Hall and facilities	Cr Bruce Wright	Cr Julia Ham	Division Manager Assets (or delegate)	Meetings may be held as often as necessary but must be held at least quarterly
TumbaTrek Committee	To highlight the tourism aspect and provide an opportunity for informal discussion about issues that are important to rural people.	Cr Bruce Wright Cr Julia Ham Cr Margaret Isselmann		General Manager and delegate	Meetings as required leading up to Tumbatrek event

2017/2018 LIST OF COMMITTEES AND THEIR DELEGATE Page | 3 Adopted: 27/09/18 M255/18 (ID1915016)



**2018/2019 LIST OF COMMITTEES AND THEIR DELEGATES
As at 27/09/2018**

Section 355 Committees	Committee Function	Councillor Delegate	Alternate Councillor Delegate	Other Staff Delegate / Community Members	Meeting Frequency
Tumbarumba Musicians and Dramatic Arts Group	Umbrella committee for arts and dramatic groups. Sub-committees are: • Tumbarumba Youth Choir; • Tumbarumba Pipes and Drums	Cr Julia Ham	Cr Cor Smit	Community Representatives	Every three Months.
Tumut Community Gardens Committee (resolved S355 - 15/12/09)	The purpose of this committee is to form a community group who are interested in gardening.	Cr Geoff Pritchard	Not Required	Community Representatives	
Friends of Stockwell Gardens Committee	Aims to assist and advise Council with maintenance and improvement to Stockwell Park.	Cr Geoff Pritchard	Not Required	Community Representatives	
Camp Hudson Management Committee (resolved S355 - 24/11/09)	Assist Council to comply with the terms and conditions of the Licence with the National parks and Wildlife Service.	Cr John Larter			
Christmas in Tumut Committee		Clr Andrianna Benjamin			

2017/2018 LIST OF COMMITTEES AND THEIR DELEGATE Page | 4 Adopted: 27/09/18 M255/18 (ID1915016)

M256/18 RESOLVED:

A motion was moved and seconded that Council move into Committee of the Whole.

Cr John Larter/Cr Andrianna Benjamin

M257/18 RESOLVED:

A motion was moved and seconded that Council move out of Committee of the Whole.

Cr Cate Cross/Cr Andrianna Benjamin

9.4 MURRAY DARLING ASSOCIATION CONFERENCE - AUGUST 2018**M258/18 RESOLVED:**

THAT COUNCIL:

1. Receive the Delegates Report from Councillors attendance at the Murray Darling Association Conference held in August 2018 and note the report.

Cr Cor Smit/Cr Geoff Pritchard

9.5 PECUNIARY INTEREST RETURNS FOR COUNCILLORS AND DESIGNATED STAFF**M259/18 RESOLVED:**

THAT COUNCIL:

1. Accept the report on Pecuniary Interest Returns for Councillors and Designated Staff as being received.
2. Note the tabling of the following Declaration of Pecuniary Interest Returns from Councillors and Designated Officers as at 30 June 2018, as listed, in accordance with the Local Government Act 1993.

Councillors: Clr Andrianna Benjamin, Clr Cate Cross, Clr Julia Ham, Clr James Hayes, Clr Margaret Isselmann, Clr John Larter, Clr Geoff Pritchard, Clr Cornelis Smit, Clr Bruce Wright.

Designated Staff:

General Manager – Matthew Hyde

Director Assets & Infrastructure – Matthew Christensen; Director Internal Services – Robyn Harvey; Director Strategy, Community & Development – Gus Cox.

Division Manager Finance & IT – Sarah Pentland; Division Manager People, Culture & Governance – Jerry Mooketsi; Division Manager Development & Environment – Robert Cox; Division Manager Community Services – Tracy Wiggins; Division Manager Strategy & Place – Georgia MacDougall; Division Manager Asset Planning & Design – Glen McGrath; Division Manager Infrastructure Works – Heinz Kausche.

Coordinator Financial Services – Leonie Green; Coordinator Tourism & Economic Development – Natasha McQueen; Manager Utilities, Open Space & Facilities – Brad Beed; Coordinator Open Space & Facilities – Andrew Burke; Manager Construction – Matt Hughes; Manager Systems Improvement – John Proctor; Manager Major Projects – Wayne Bennett; Project Manager – Col Rooney.

Strategic & Statutory Town Planner – Jim Mumford; Development Assessment Planner – Craig Perrin; Senior Building Surveyor – Glenn Brasier; Senior Health & Building Surveyor – Mark Kirton; Environmental Health & Building Surveyor – Sharyn Coulston; On-Site Sewerage Management Officer – David Young; Ranger/Biosecurity Officer – Mel Wilkerson; Ranger/Biosecurity Officer – Rodney Bartell; Accountant – Tanya Wilesmith; Senior Roads Technical Officer – John Reeves.

Cr John Larter/Cr Bruce Wright

9.6 2018-19 REROC MEMBERSHIP

M260/18 RESOLVED:

THAT COUNCIL:

1. Exit future REROC membership and continue the relationship based on current funded arrangements only.
2. Authorise the General Manager to negotiate the exit of REROC in respect to any fees deemed owing.
3. Examine future collaborative opportunities with REROC on a case by case basis.
4. Continue to advocate for full membership of the Canberra JO.

Cr Geoff Pritchard/Cr Bruce Wright

9.7 DRAFT COMPLAINTS MANAGEMENT AND FRAUD & CORRUPTION CONTROL POLICY FOR PUBLIC EXHIBITION

M261/18 RESOLVED:

THAT COUNCIL:

1. Receive the report on Draft Complaints Management and Fraud & Corruption Control Policies.

2. Consider and provide feedback on the Complaints Management and the Fraud & Corruption Control Policies
3. Provide the community the opportunity to review and comment on these policies by placing them on public exhibition for a period of 28 days.
4. Give due consideration to any community submissions received during the exhibition period before adopting the policies.
5. Note that once adopted, the policies and operational procedures will be implemented in accordance with Council's Policy and Procedure Framework.

Cr John Larter/Cr Bruce Wright

9.8 PETITIONS POLICY

M262/18 RESOLVED:

THAT COUNCIL:

1. Receive the report on Petitions Policy from Director Internal Services.
2. Provide the community the opportunity to review and comment on the Draft Petitions Policy by placing the document on public exhibition for a period of 28 days.
3. Give due consideration to any community submissions received during the exhibition period before adopting the policy.
4. Once adopted, the policy and operational procedures are communicated throughout the Council organisation ensuring staff are aware of the revised documents.

Cr Julia Ham/Cr Andrianna Benjamin

9.9 STATEMENT OF INVESTMENTS AS AT 31 AUGUST 2018

M263/18 RESOLVED:

THAT COUNCIL:

1. Receive that Statement of Investments as at 31 August 2018

Cr Andrianna Benjamin/Cr John Larter

9.10 COMMITTEE MEMBERSHIP RECRUITMENT - APPLICATION APPROVAL - FRIENDS OF TUMUT WETLANDS COMMITTEE**M264/18 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Committee Membership Recruitment – Application Approval – Friends of Tumut Wetlands Committee from the Director Assets and Infrastructure.
2. Approve the re-nomination from Bob Erskine to the Friends of Tumut Wetlands Committee.

Cr Cate Cross/Cr Andrianna Benjamin

9.11 COMMITTEE MEMBERSHIP RECRUITMENT - APPLICATION APPROVAL - TUMUT REGION SPORTS COMMITTEE**M265/18 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Committee Membership Recruitment – Application Approval – Tumut Region Sports Committee from the Director Assets and Infrastructure.
2. Approve the nomination from the representative of the Whole Community Wellness Centre for the Tumut Region Sports Committee.
3. Approve the re-nomination from the representatives of the South West Slopes Sporting Field Archers and the Tumut Rugby Union Football Club for the Tumut Region Sports Committee.

Cr John Larter/Cr Cate Cross

9.12 REGIONAL HEALTH SERVICES COMMITTEE**M266/18 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the formation of a Regional Health Services Committee
2. Approve the Draft Terms of Reference
3. Approve the formation of a Regional Health Services Committee

Cr Julia Ham/Cr Cor Smit

9.13 AMENDMENT TO AUDIT RISK AND IMPROVEMENT COMMITTEE TERMS OF REFERENCE**M267/18 RESOLVED:**

THAT COUNCIL:

1. That the report on Audit Risk and Improvement amended Terms of Reference be received.
2. That Council adopt the changes to the Terms of Reference for the Audit Risk and Improvement Committee Terms of Reference.

Cr Julia Ham/Cr Andrianna Benjamin

10. MANAGEMENT REPORTS**10.1 HUME AND HOVELL TRACK MOUNTAIN BIKE MASTER PLAN****M268/18 RESOLVED:**

THAT COUNCIL:

1. Receives the report on the Hume and Hovell Track Mountain Bike Master Plan;

Cr Geoff Pritchard/Cr Margaret Isselmann

2. Endorses the Hume & Hovell Track Mountain Bike Master Plan as a concept plan to establish a formal position on the project for funding and resource allocation purposes;

Cr Bruce Wright/Cr Margaret Isselmann

3. Seek funding for detailed staged construction plans, with whole of life costings, including maintenance costs. If funding for this project be obtained, enter into detailed discussion with relevant stakeholder to obtain formal approval and permits from property owners.

Cr Cor Smit/Cr Julia Ham

4. Tender a further report to Council for endorsement.

Cr Julia Ham/Cr Bruce Wright

10.3 SNOWY VALLEYS COUNCIL - SERVICE REVIEW PROJECT**M269/18 RESOLVED:**

THAT COUNCIL:

1. Note the report Snowy Valleys Council – Service Review Project
2. Endorse the Service Review Project to proceed through delivery phase

Cr John Larter/Cr Julia Ham

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - TUMBARUMBA YOUTH COUNCIL COMMITTEE MEETING HELD 29 AUGUST 2018****M270/18 RESOLVED:**

THAT COUNCIL:

1. Accept the report on the Minutes – Tumbarumba Youth Council Committee from the Director Strategy, Community and Development.
2. Adopt the Minutes of the Tumbarumba Youth Council Committee meeting held on Wednesday 29 August 2018.

Cr Bruce Wright/Cr Margaret Isselmann

11.2 MINUTES - TUMUT REGION SPORTS COMMITTEE MEETING HELD 4 SEPTEMBER 2018**M271/18 RESOLVED:**

THAT COUNCIL:

1. Endorse the report on The Tumut Sports Committee Minutes from meeting held 4 September 2018
2. Adopt the minutes of the Tumut Region Sports Committee meeting held 4 September 2018.
3. Receive the Minutes of the Tumut Region Sports Committee meeting held on 4 September 2018 and the following recommendations contained therein be adopted:

That Council adopt the following list in priority order for the capital grant applications for the financial year 2018/19;

No	Applicant	Project Location	Brief Project Description	Funding Requested
1	Tumut Clay Target Club Inc	Wyangle Reserve	Upgrade Clay Target Throwing Machine	\$5,589
2	Tumut Eagles Football Club	Bull Paddock Sports Ground	Two sets of portable soccer goal posts	\$5,000
3	Batlow Golf Club	Batlow Golf Course	Purchase Trimax Sticker 190 model Mower	\$6,000
4	Tumut Junior and Senior Cricket Association	Bull Paddock Sports Ground	Purchase self - propelled Roller	\$7,000

Minutes of the Meeting of the Snowy Valleys Council held in the Snowy Valleys Council Chambers, 76 Capper Street, Tumut on Thursday 27 September 2018

No	Applicant	Project Location	Brief Project Description	Funding Requested
5	Tumut & District Little Athletics Club	Bull Paddock Sports Ground	Discus cage	\$6,738
6	Whole community Wellness Centre	29 Richmond St	Computer, Sound System, Rowers, Dumbbell set	\$5,108
				\$35,435
			Total	\$35,435

4. That the remainder of the grant funding be used for the purchase a roller for the Tumut Junior and Senior Cricket Association.

Cr John Larter/Cr Andrianna Benjamin

M272/18 RESOLVED:

A motion was moved and seconded that Council move into Committee of the Whole to discuss Items 1 to 3 of report 11.3 Minutes – Tumut Saleyard Committee Meeting Held 3 September 2018.

Cr John Larter/Cr Margaret Isselmann

M273/18 RESOLVED:

A motion was moved and seconded that Council move out of Committee of the Whole before Item 4. of report 11.3 Minutes - Tumut Saleyard Committee Meeting Held 3 September 2018.

Cr Cate Cross/Cr Margaret Isselmann

11.3 MINUTES - TUMUT SALEYARD COMMITTEE MEETING HELD 3 SEPTEMBER 2018

M274/18 RESOLVED:

THAT COUNCIL:

1. Accept the report on the Tumut Saleyard Committee meeting from Director Assets and Infrastructure.
2. Adopt the Minutes of the Tumut Saleyard Committee meeting held on Monday 3 September 2018.
3. Receive the Minutes of the Tumut Saleyard Committee meeting held on 3 September and note the recommendations

Cr John Larter/Cr Margaret Isselmann

4. That Council not accept the recommendations from the Committee and maintain the resolution from the 26 July 2018 Ordinary Council Meeting, involving Council Staff locking the site and recording the usage of the facility upon request.

Cr Bruce Wright/Cr Margaret Isselmann

11.4 MINUTES - BATLOW DEVELOPMENT LEAGUE MEETING HELD 1 AUGUST 2018 AND 5 SEPTEMBER 2018

M275/18 RESOLVED:

THAT COUNCIL:

1. Accept the report on the Minutes – Batlow Development League from the Director Internal Services.
2. Adopt the Minutes of the Batlow Development League meeting held on Wednesday 1 August 2018
3. Adopt the minutes of the Batlow Development League meeting held on 5 September 2018 and recommendations contained within;
 - a) that Council restore the Batlow Library default printer that has been out of service for over a month, this is a high priority for Batlow Community.
 - b) that the committee have further consultation with the Council prior to the Batlow Library Building being finalised and tenders called.
 - c) that Council engage the services of a qualified architect to design the façade of the new Batlow Library.
 - d) that Council undertake an investigation on the condition and level of service review for the Batlow Literary Institute Toilets and bring forward a report for consideration at a future meeting.

Cr Andrianna Benjamin/Cr John Larter

4. A future report be presented to Council on the Sound Shell structure at Hides Park, Batlow.

Cr Margaret Isselmann/Cr John Larter

11.5 MINUTES - GLENROY HERITAGE RESERVE MANAGEMENT COMMITTEE MEETING HELD 3 AUGUST 2018

M276/18 RESOLVED:

THAT COUNCIL:

Adopt the Minutes of the Glenroy Heritage Reserve Management Committee meeting held on 3 August 2018.

Cr Julia Ham/Cr Margaret Isselmann

11.6 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION MEETING HELD 1 AUGUST 2018**M277/18 RESOLVED:**

THAT COUNCIL:

1. Accept the report on the Minutes – Talbingo Progress & Ratepayers Association from Director Internal Services.
2. Adopt the Minutes of the Talbingo Progress & Ratepayers Association meeting held on Wednesday 1 August 2018.
3. Adopt the Minutes of the Talbingo Progress Association committee ordinary meeting and AGM held on 5 September 2018.

Cr John Larter/Cr Andrianna Benjamin

11.7 MINUTES - TUMBAFEST COMMITTEE MEETING HELD 25 JULY AND 1 AUGUST 2018**M278/18 RESOLVED:**

THAT COUNCIL:

1. Accept the report on the Minutes – Tumbafest Committee from Director Internal Services.
2. Adopt the Minutes of the Tumbafest Committee meeting held on 25 July 2018 and 12 September 2018.
3. Adopt the Minutes of the Extra-Ordinary Tumbafest Committee meeting held on 1 August 2018.

Cr Julia Ham/Cr Cate Cross

12. CONFIDENTIAL**M279/18 RESOLVED:**

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

- 12.1 KHANCOBAN CARAVAN PARK- DEVELOPMENT AGREEMENT
Item 12.1 is confidential under the Local Government Act 1993 Section 10A 2 (a) as it relates to personnel matters concerning particular individuals (other than councillors) and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

- 12.3 RFT 2018/07 TUMUT BULL PADDOCK AND TUMBARUMBA SPORTSFIELD RESURFACING PROJECT
Item 12.3 is confidential under the Local Government Act 1993 Section 10A 2 (d)ii as it relates to information that would, if disclosed, confer a commercial advantage on a competitor of the council and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 12.2 ICT PROJECTS - SERVER INFRASTRUCTURE REFRESH
Item 12.2 is confidential under the Local Government Act 1993 Section 10A 2 (d)ii as it relates to information that would, if disclosed, confer a commercial advantage on a competitor of the council and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Cr Cor Smit/Cr Bruce Wright

At this stage, the time being 3:31pm Council went into Confidential.

12.1 KHANCOBAN CARAVAN PARK- DEVELOPMENT AGREEMENT

M280/18 RESOLVED:

THAT COUNCIL:

1. Receive the report on the Khancoban Caravan Park Development Agreement.
2. Release the full bond in its entirety to the owners of the Khancoban Caravan Park for the completion of 9 out of the 11 Actions outlined in the Development Agreement.
3. In accordance Clause 27.5 of the agreement endorse the:
 - a) Deletion of Clauses 3.1 Restriction on Sale, 3.2 Positive Covenant and 20.1 No Transfer of Land, to allow the park to be advertised for sale.
 - b) Amendment the requirements of Action 9 in the Schedule of the Agreement from sealed to all weather road surface.
 - c) Deletion of Action 12 in the Schedule of the Agreement requiring registration and accreditation with Top Tourist Park of Australia.

Cr John Larter/Cr Cor Smit

12.2 ICT PROJECTS - SERVER INFRASTRUCTURE REFRESH

M281/18 RESOLVED:

THAT COUNCIL:

1. Accept that the report on Server Infrastructure Refresh from Manager Special Projects IT be received.

2. Approve the selection of Aerocom as the successful supplier.

Cr Julia Ham/Cr Bruce Wright

12.3 RFT 2018/07 TUMUT BULL PADDOCK AND TUMBARUMBA SPORTSFIELD RESURFACING PROJECT

M282/18 RESOLVED:

THAT COUNCIL:

1. Receive the Tender Report for the Tumut Bull Paddock and Tumbarumba Sportsfield Resurfacing Projects
2. Note no tender proposals were received in response to RFT 2018/7 for the Tumut Bull Paddock and Tumbarumba Sportsfield Resurfacing Projects
3. Resolve in accordance with Clause 178(4)(a) of the NSW Local Government (General) Regulation 2005 not to invite fresh tenders, noting that it is considered inviting fresh tenders will not enable the Council to achieve its objectives for the project
4. Resolve in accordance with Clause 178(3)(e) of the NSW Local Government (General) Regulation 2005 to enter into negotiations with any person with a view to entering into a contract for the Tumut Bull Paddock and Tumbarumba Sportsfield Resurfacing Projects
5. Authorise the General Manager to enter into a contract for the delivery of the Tumut Bull Paddock and Tumbarumba Sportsfield Resurfacing Projects subject to the successful outcomes of negotiations

Cr Bruce Wright/Cr John Larter

There being no further business to discuss, the meeting closed at 3:45pm.

8. MAYORAL MINUTE**8.1 MAYOR REQUEST TO ATTEND LGNSW MAYORS' WEEKEND SEMINAR**

REPORT AUTHOR: EXECUTIVE ASSISTANT TO GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

Purpose

To advise Council of the Mayors request to attend the Local Government NSW Mayors' Weekend Seminar and seek approval for attendance.

RECOMMENDATION:

That the General Manager and Deputy Mayor approve the attendance of Mayor James Hayes at the Local Government NSW Mayors' weekend seminar 24-25 November 2018 in Sydney. Approval made in accordance with the Payment of Expenses and the Provision of Facilities to Mayors and Councillors Policy.

REPORT:

The Mayors Weekend Seminar contains specialised professional development for Mayors.

Mayors are the face of Local Government and community expectations rely on leadership to work effectively and address community priorities. Discussions surround contemporary issues for the NSW Local Government sector and the roles and responsibilities that Mayors may undertake to provide local leadership. This program also encourages networking to provide support and learning amongst peers.

The Conference registration cost is \$1,452 incl gst. The seminar is across two days therefore requiring accommodation for one night costing approximately \$289 at the Travel Lodge. Return flights would also be required with costing dependant at time of booking.

Attachments

- 1 Agenda LGNSW Mayors' Weekend Seminar [↓](#)



Mayors' Weekend Seminar:

Specialised professional development for Mayors, Deputies and aspiring Mayors

ADVANCING LOCAL LEADERSHIP

Supporting and developing the role of both elected and professional leaders.

DATES AND TIMES

Saturday 24th November
10am-5pm

5.30-9pm

Panel discussion and Dinner

Sunday 25th November
8.30am - 4pm

LOCATION

Sydney (CBD)

COST

\$1452 inc GST

CONTACT

For more information contact [Learning Solutions](mailto:Learning.Solutions@lgnsw.org.au) at 02 9242 4081/4181 or learning@lgnsw.org.au

Overview

Mayors are the face of local government. The role is an important and demanding one.

People expect mayors to provide the leadership required for councils to work effectively and address community priorities.

Local government in NSW has faced sweeping reforms: amalgamations, new arrangements for strategic planning and regional cooperation, plus a far-reaching review of the Local Government Act (1993).

At the same time, communities are experiencing the impact of quickening economic and social change, as well as intense development pressures in our major towns and cities.

These challenges require fresh thinking and sound local leadership. The pressures on mayors can only increase.

Seminar Program

The program has a strong practical focus with workshop sessions and ample time for exchanges of views and networking. Topics include:

- Current issues and challenges facing Mayors and their councils
- The Mayoral Toolkit – the changing role of Mayors and important 'tools of the trade'
- The Mayor as community leader – locally and at the regional level
- The Mayor as council leader – working with other councillors, chairing meetings
- The Mayor and General Manager
- State-local relations.

Facilitators

The Roundtable will be led by experienced local government practitioners including:

- Cr Linda Scott, Deputy Mayor City of Sydney, President LGNSW
- Jenny Dowell, OAM, LGNSW Mayoral Mentor and former Mayor of Lismore City Council
- Genia McCaffery, LGNSW Mayoral Mentor and former Mayor of North Sydney
- Graham Sansom: Former Director, UTS Centre for Local Government and former ALGA CEO
- Glenn Inglis: Former General Manager and Current Councillor of Tamworth Regional Council, Panel Member, ILGRP
- Tim Rogers; Former Deputy Director-General, NSW Office of Local Government
- Maire Sheehan, Senior Research Officer: TAFE Transformation, Former Mayor Leichhardt Council
- Sarah Artist: Senior Manager, Innovation & Capacity Unit LGNSW and former Deputy Director, UTS Centre for Local Government

Who Should Attend?

This program is designed specially for Mayors, Deputy Mayors and those Councillors who are considering standing for the position of Mayor in the near future. Registration is therefore limited to elected members.

Register now

lgsa.wufoo.com/forms/upcoming-courses/

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 DONATIONS AND EVENT SPONSORSHIP POLICIES**

REPORT AUTHOR: DIRECTORATE ADMINISTRATIVE EXECUTIVE SUPPORT
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

The Donations Policy and Event Sponsorship Policy have been developed to ensure Council's consistent, timely consideration and response to requests from the community for both purposes.

RECOMMENDATIONS:**THAT COUNCIL:**

- 1. Receive the report on Donations and Event Sponsorship from Division Manager People Culture and Governance**
- 2. Adopt the Donations Policy**
- 3. Adopt the Event Sponsorship Policy**
- 4. Undertake a commitment to communicate the adopted Donations Policy and Event Sponsorship Policy with directly affected organisations and committees**

BACKGROUND:

In previous years, the former Tumut Shire and Tumbarumba Shire policies have supported the recognition and value of the strengths of the community, including the sense of belonging demonstrated through participation in a range of community and cultural activities. Council is now harmonising previous policies to ensure currency and consistency across the organisation.

REPORT

In order to best support the ability for our community to seek Snowy Valleys Council (Council) donations and event sponsorship, a robust and clear framework is required to guide Council decision making.

The objectives for implementing such a framework are to:

- Ensure that our community has access to information that will assist them in applying for assistance via donations and event sponsorship
- Encourage development of a vibrant community and financially sustainable events culture within Council
- Define the support that Council can provide
- Ensure equity, consistency, fair decision making and transparency in the way that Council provides support throughout the region
- Provide assistance to local community organisations in the form of reduced fees and charges.

The Donations Policy and Event Sponsorship Policy were considered by Council on 23 August prior to being placed on public exhibition from 31 August 2018 to 28 September 2018. Feedback received at the Council meeting has been incorporated into the documents. No feedback was received during the public exhibition period.

Superseded Policies

Donations, Rates and Water Assistance Policy FIN.04, V1.5 (Former Tumut Shire Council)
 Donations and Financial Assistance Procedure TSC-COR-PR-066 (Former Tumbarumba Shire Council)
 Donations and Financial Assistance Policy TSC-COR-PO-090-03 (Former Tumbarumba Shire Council)

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****CSP Outcome 2028**

Theme 1: Towns and Villages

Delivery Outcomes

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

Operational Actions

1.4.3 Facilitate and deliver program of Council led creative and cultural activities and events

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Council providing financial support to local organisations enhances the external image of Council and shows that we support the local community. Events that bring people together and promote the region encourage volunteering and participation.	Some requests may be refused as they don't meet the criteria or the budget has already been exhausted. Some events may lead to antisocial behaviour.
Environmental	Events utilise our parks and gardens, recreational facilities and buildings.	Increased waste from events and impact on facilities being used.
Economic	Community members that feel supported by their local Council are less likely to leave, hence retaining residents who will in turn, support local business. Events bring people to our communities which has a positive economic impact.	Impact on budget. Crowding at events, lack of accommodation, economic "leakage" with discretionary income being spent with event vendors rather than town retailers.

Financial and Resources Implications

There has not been a consolidated budget for all donations and events sponsorship and previous expenditure was allocated across a number of cost centres. The budget has been built from historical expenditure in previous years and combined to enable tracking and management.

Costs and Benefits:

Council will have an understanding of the scale and scope of expenditure for these purposes. The process is transparent and supported by procedures that ensure applications are assessed prior to decision making. Without a robust and fair assessment process, the true impact of events on the community, environment and economy cannot be fully captured.

Policy, Legal and Statutory Implications:

Without a clear policy, decisions regarding this expenditure cannot be soundly made.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Should Council not be supportive of any of the drafts as presented, relevant feedback can be incorporated and the documents re-submitted for consideration.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Consultation**

Consultation has occurred internally with:

- Policy and Project Coordinator
- Events Officers
- Tourism and Marketing Officer
- Division Manager People, Culture and Governance
- Division Manager Finance and IT
- Coordinator Tourism and Economic Development
- Divisional Manager of Strategy and Place
- Director Strategy, Community and Development and
- Director Internal Services.

This consultation was undertaken to gain an understanding of how donations and events have been conducted in both Councils and how they can be brought together to create a fair and equitable process for Council. This proved much harder than expected as this support was provided through many different approval processes and budgets.

External Consultation

In relation to the Event Sponsorship Policy, external consultation has occurred prior to public exhibition with some local event organisers, Destination Riverina Murray, Eastern Riverina Arts and numerous other regional Councils' policies in relation to support they provide to events in their areas. This consultation was undertaken to gain a broad view of how other Councils and organisations provide support for events, and also to have an understanding of what support the event organisers would like to receive.

Donations Policy - external consultation occurred prior to public exhibition with Local Government NSW, compared donation support with other similar sized regional Councils.

The Event Sponsorship Policy and Donations Policy were on public exhibition from 31 August 2018 – 28 September 2018, which included notification in the local papers, listed on SVC website and hardcopies were available at the libraries and customer service centres. No feedback was received.

Attachments

- 1 Events Sponsorship Policy [↓](#)
- 2 Donations Policy [↓](#)



Title	Event Sponsorship Policy
Category	Council Policy
Number & Version	SVC-ComDev-PO-038-01
Owner	Community & Cultural Development
Status	Draft
Endorsed by	General Manager via recommendation ELT 13/8/18
Approved by	<Insert person or group that approved the policy>
Effective date	<Insert effective date>
Due date for review	March 2019 Then 4 yearly
Keywords	Events, sponsorship, in-kind

Disclaimer

Please note that this policy may not be current as Snowy Valleys Council (Council) regularly reviews and updates its policies and procedures. The latest controlled version can be found in Council's Records Management System or contact Council's Coordinator Governance and Risk on policy@snowyvalleys.nsw.gov.au for a hard copy of the latest version. **A hard copy of this electronic document is uncontrolled.**

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1 PURPOSE

Snowy Valleys Council (SVC) is committed to supporting the staging of quality events that reflect a vibrant community in the Council area.

The aim of this policy is to provide consistent, robust guidelines outlining the support SVC can provide to events staged in the SVC Local Government Area (LGA).

The objective of Council's funding program is to provide different levels of assistance for events that benefit SVC by continuing to support new or not well established events up to a maximum of three years.

Events with sustainability have some elements in common: they are usually annual, they require a level of demonstrated community support; and they have a timely fit in the local or regional events calendar.

2 SCOPE AND APPLICATION

This policy applies to all events staged in the SVC LGA that are requesting event sponsorship either monetary or in-kind.

This policy applies to all Applications for Event Sponsorship for both new and existing events.

Council officials must comply with this policy and ensure consistent and transparent decisions are made regarding community resources.

3 DEFINITIONS

Council Officials:	Are councillors, administrators, members of staff, independent conduct reviewers, members of council committees including the conduct review committee and delegates of the Council
Monetary Sponsorship:	Sponsorship relating to giving money and receiving recognition for this sponsorship in return
In-Kind Sponsorship:	Sponsorship paid or given in goods, or services instead of money and receiving recognition for this sponsorship in return
Community Events:	Are organised, funded and delivered by the community for the community without Council involvement. These events will continue to exist with or without Council support. Indeed some groups may not be interested in any Council support.
Community Driven Events with Council Support:	Are events organised and delivered by the community. Council may choose to provide resources, financial support, promotional support or other support on a case by case basis where the event clearly delivers positive outcomes that align with the Community Strategic Plan, Council's Delivery Program and Operational Plan, the Economic Development Strategy or the Destination Management Plan. This includes events that provide an opportunity for Council to interact with its various stakeholder and community groups that may otherwise be difficult to access.
Council Events:	Are events that are organised, funded and delivered by Council for the community to deliver on the strategies and commitments in the Community Strategic Plan, Council's Delivery Program and Operational Plan, the Economic Development Strategy or the Destination Management Plan. Council delivers these events to provide positive outcomes for the community. Examples include Australia Day, NAIDOC Week.
Business Events:	Are events coordinated and delivered by the business community and may include seminars, conferences and workshops. Business events

are important to Councils economic prosperity. Council may choose to provide resources, financial support, promotional support or other support on a case by case basis where the event clearly delivers positive outcomes that align with the Community Strategic Plan, Council's Delivery Program and Operational Plan, the Economic Development Strategy or the Destination Management Plan.

- Tourism Events:** An event that has the ability to attract visitors from out of the region and encourage their length of stay by enhancing the quality of their experience. A tourism event will have a target market with relevance to the strategic themes outlined in SVC's DMP and will contribute to the branding and reputation of SVC as a destination.
- Flagship Events:** Council may consider ongoing sponsorship for flagship events. Flagship events may be defined as events that are consistent with the key criteria of Destination NSW's Flagship Event definition. These are events that:
- Define the character and culture of their local area.
 - Attract overnight visitation from outside the event's Local Government Area.
 - Have a well-developed marketing plan aimed at delivering incremental audience growth with defined target audiences and measurable objectives.
 - Demonstrate clear strategies for measuring and evaluating visitation and the visitor experience.

4 CONTENT

4.1 PRINCIPLES

Council may provide support to events through, but not limited to:

- Financial contributions including grants and sponsorship.
- In-kind support including the waiving of fees and charges, traffic control, road closures, event site preparation, garbage services, toilet servicing, and staff time.
- Promotional support through Council publications or other marketing initiatives such as digital marketing.
- Dissemination of information to relevant media outlets.
- Advice on the staging of events.
- Training and development of event organisers.
- Resources, including physical and human, where available.
- Assistance with bidding to host events in the region.

Benefits to Council and the community may include:

- Improved cultural richness and diversity.
- Increased external profile and appeal of the region and its communities.
- Community cohesion through participation and sharing.
- Economic benefits to the region through visitation and external promotion.
- Recognition of Councils support of events and the community.

Snowy Valleys Council will not provide event sponsorship for:

- Events that do not align with the strategic priorities of the Integrated Planning & Reporting documents of the Snowy Valleys Council local government area

- Events that directly contravene existing Council policies
- Activities that could be perceived as benefiting a political party or party political campaign
- Religious activities or events staged by religious groups
- Regular (such as weekly or monthly) community events such as markets, bazaars, local sports meets (home/away games, local tournaments), club gatherings (RSL, Rotary, Chambers of Commerce etc.), classes and workshops.

Council will set aside an amount each year in its budget for in-kind/cash sponsorship of events.

- a) Monetary or in-kind sponsorship for events will be determined based on the merit of an individual request and its benefit to the community. See section 4.3 below for sponsorship criteria. This support is available through the following avenues:
 - i. Following the Events Sponsorship Procedure and applying through the defined process.
 - ii. Applying through the Snowy Valleys Council Grants programs which are advertised annually.
- b) Events can seek assistance through both support streams; however the same project/activity will not be funded twice in the same financial year.
- c) Council support of events is conditional on the agreement that recognition of Council's support is publicly provided by any organisation receiving assistance for their event. Written agreements will be generated where appropriate, and in any case where financial support is provided.
- d) Ongoing Council support cannot be assumed or guaranteed from year to year.
- e) Provision of council resources to event organisers may be subject to a nominal fee or security deposit as depicted in the Council Fees and Charges Schedule and will be advised at the time of booking.

4.2 FUNDING SUPPORT CATEGORIES

4.2.1 Incubator Events

Supports the establishment of new events.

SVC may offer seed funding to events in the LGC to support their first three years of activity. The aim of this funding is to support innovative events that demonstrate sound organisational planning, have a unique alignment with the character and culture of the local region and which can demonstrate a broad appeal likely to promote tourism and attract overnight visitation.

Start up events seeking seed sponsorship must have a clear event plan detailing the event structure, operational processes and risk management. The event requires a well-structured and organised event management committee with appropriate skills to deliver and market the event.

Start up cash/in-kind sponsorship will be provided for the first year of an event.

Applications in subsequent years will only be successful where a formal report has been provided regarding the previous year's event. The report will include a financial statement and an evaluation of the event in terms of how it addressed the funding criteria.

Funding will not usually be provided beyond a three year period, unless the event has received 'flagship event' status as per the definition in this policy.

4.2.2 Flagship Events

Council may consider recurrent cash or in-kind sponsorship for flagship events as defined in the policy definitions above for up to 3 years.

4.2.2 Community-driven events with Council support

Sponsorship (in-kind or cash) will be considered for community events that address strategic priorities outlined in Council's Integrated Planning and Reporting suite of documents.

Cash and/or in-kind sponsorships may be granted to events of cultural significance where these events can show:

- Demonstrated strength of community support
- Demonstrated partnership with other local groups and/or businesses
- They support high need areas of the community through participation
- They encourage greater use of existing facilities
- Benefit a wide range of the community. For example, an event which celebrates or promotes cultural or natural landmarks, or celebrates a national event with a local focus.

4.3 EVENT SPONSORSHIP FUNDING CRITERIA

To be considered for Council sponsorship (cash or in-kind), the following criteria will form the basis of each assessment. The event will not necessarily have to meet all criteria to be successful

- Alignment with SVC Integrated Planning & Reporting strategic documents, including the SVC Destination Management Plan if relevant.
- Have a well-structured and organised event management committee or company with access to operational and marketing expertise and the ability to handle issues such as public liability and insurance matters. The event must demonstrate that it has adequate public liability insurance and other relevant insurance cover.
- Have a capacity to grow and be sustainable without Council funding.
- Demonstrate sound financial management and the ability to budget appropriately.
- Have a defined target market.
- Ability to maximise economic and social benefits.
- Demonstrate community support
- Demonstrate evidence of attempting to gain funding from other sources e.g. sponsorship, event entry fees.
- Show the contribution of the organisation applying for the event through cash or in-kind (in-kind is a contribution of goods, commodities, or services instead of money).
- Meet all legislative codes and regulations.
- Work with events staff on the best method to promote the event.
- Demonstrate innovation and creativity in the event offering.

Previously successful applicants should not assume funding will always be granted.

5 RESPONSIBILITIES /ACCOUNTABILITIES

Coordinator Community and Cultural Development:	Formulation and review of this policy in consultation with relevant Council officers.
Council Officials:	Must comply with this policy and ensure consistent and transparent decisions are made.
Director Strategy, Community and Development:	Monitor allocations against applications to ensure budget allocation is not exceeded without further approval.

6 RELEVANT LEGISLATION

Section 356 of the Local Government Act

7 RELATED POLICIES/DOCUMENTS

Event Sponsorship Procedure SVC-ComDev-PR-022

8 RELATED FORMS

Application for Event Sponsorship SVC-ComDev-F-036

9 SUPERSEDING POLICY / PROCEDURE NUMBER AND TITLE

Nil

10 REVISION HISTORY

Date	Version Number	Activity log	Resolution Number	Resolution date
08.08.2018	0	New		

11 CONTACT OFFICER

Position: Coordinator Community and Cultural Development

Section: Community and Cultural Development



Title	Donations Policy
Category	Council Policy
Number & Version	SVC-COR-PO-034-01
Owner	People, Culture & Governance
Status	Draft
Endorsed by	ELT on 13/7/18 item 4.4.5
Approved by	<Insert person or group that approved the policy>
Effective date	<Insert effective date>
Due date for review	March 2019 4 yearly thereafter
Keywords	Book awards, prizes, scholarships, reduced rates, fees and charges, in-kind

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1 PURPOSE

To identify why and to which organisations, and individuals Snowy Valley Council (SVC or Council) will provide monetary and in-kind donations in the Snowy Valleys Local Government Area (LGA).

2 SCOPE AND APPLICATION

This policy covers monetary and in-kind donations provided to individuals, community organisations, community groups and businesses as requested and agreed upon by Council. This policy applies to all *Applications for Donations*. Council officials must comply with this policy and ensure consistent and transparent decisions are made regarding community resources.

This policy does not cover donations for festivals or events. Please see *Event Sponsorship Policy* for all support regarding festivals and events.

3 DEFINITIONS

Council Officials:	councillors, administrators, members of staff, independent conduct reviewers, members of council committees including the conduct review committee and delegates of the council.
Donation:	money or other item provided to an individual or organisation
Monetary:	relating to giving of money
Scholarship:	money provided to a student to assist with further study
In-Kind:	paid or given in goods, or services instead of money

4 CONTENT

Council recognises and values the strengths of the Snowy Valleys community, including the strong sense of belonging demonstrated through participation in a range of community and cultural activities. Council aims to draw on these strengths and provide support to assist them to continue to grow. Council acknowledges the important role of community organisations in developing projects, coordinating and managing funded activities which further develop these strengths in the community.

Council provides donations to many organisations and individuals each year. Some donations are provided on a once off basis while other donations are provided on an annual basis. Council will consider which organisations and individuals are eligible for donations. Council will set aside an amount each year in its budget for the provision of donations. The Director of Internal Services will monitor allocations against requests to ensure that the budget allocation is not exceeded without the further approval of Council.

Formal written application

Any new requests for donations both monetary and in-kind will be considered after formal written application is received using an *Application for Donation Form* as per the *Donations Procedure*.

4.1 MONETARY DONATIONS

Each year Council contributes monetary donations to individuals and organisations based on individual merit. Some of the annual monetary donations include:

- School Book Prizes
- Art prizes
- Scholarships

Each year council award Charles Stuart University Scholarships. These Scholarships are covered under the *SVC-CSU Foundation Scholarship Procedure*.

4.2 IN-KIND DONATIONS

Each year Council contributes in-kind donations to community organisations for the benefit of the community. These in-kind donations are in accordance with *the Act Section 610E Council may waive or reduce fees*. In-kind donations can include reductions in;

- Rates
- Councils *Fees and Charges* including
 - Water
 - Sewer
 - Waste Management
 - Fire Safety
 - Venue hire
 - Waste disposal fees
- Service via Infrastructure Works Division(IWD) including
 - Plant hire
 - Labour
 - Traffic Control Services

Assistance provided specific to Rates and Charges is processed as a payment to the appropriate rates account from the General, Water, Waste Water or Domestic Waste Fund. Council should not exempt these charges but provide monetary assistance.

4.3 ANNUAL REVIEW

This policy will be reviewed and determinations will be made annually, before May, for the following financial year, as part of Council's budget process. Donations are listed for annual consideration, however donations need to be reviewed and approved on a yearly basis.

This will ensure

- Annual donations are monitored against budgets
- Adjustments can be made accordingly
- Enforce that donations cannot be expected on a yearly basis
- Allow notification from Council for annual donations before the start of financial year

4.4 ONCE OFF DONATIONS

Council will consider once off donations, either monetary or in-kind, based on formal written application as per *Donations Procedure*. Once off donations will be considered individually as per the *Donations Procedure* and based on:

- The merits of the application
- Individual circumstances
- Availability of funds
- The guidelines of this policy

5 RESPONSIBILITIES /ACCOUNTABILITIES

Council Officials: must comply with this policy and ensure consistent and transparent decisions are made

Director of
Internal Services: monitor allocations against applications to ensure budget allocation is not exceeded without further approval

6 RELEVANT LEGISLATION

Local Government Act Section 610E

7 RELATED POLICIES/DOCUMENTS

Donations Procedure SVC-COR-PR-017
SVC-CSU Foundation Scholarship Procedure SVC-HR-PR-019
Event Sponsorship Policy SVC-ComDev-PO-038-01
Fees and Charges

8 RELATED FORMS

Application for Donation Form SVC-COR-F-016

9 SUPERSEDING POLICY / PROCEDURE NUMBER AND TITLE

Donations, Rates and Water Assistance Policy FIN.04, V1.5 (Former Tumut Shire Council)
Donations and Financial Assistance Procedure TSC-COR-PR-066 (Former Tumbarumba Shire Council)
Donations and Financial Assistance Policy TSC-COR-PO-090-03 (Former Tumbarumba Shire Council)

10 REVISION HISTORY

Date	Version Number	Activity log	Resolution Number	Resolution date
05.07.2018	1	New		

11 CONTACT OFFICER

Position: Coordinator People, Culture and Governance

Section: People Culture & Governance

9. GOVERNANCE AND FINANCIAL REPORTS**9.2 DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY**

REPORT AUTHOR: DIRECTORATE ADMINISTRATIVE EXECUTIVE SUPPORT
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

This report is for the adoption of the policy for the payment of expenses and the provision of facilities for the Mayor and Councillors, prepared in accordance with legislation and the Division of Local Government Guidelines.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Draft Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy from the Director Internal Services.**
- 2. Provide the community the opportunity to review and comment on the Draft Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy by placing the document on public exhibition for a period of 28 days.**
- 3. Give due consideration to any community submissions received during the exhibition period before adopting the policy.**
- 4. Once adopted, the policy and operational procedures are communicated throughout the Council organisation ensuring staff are aware of the revised documents.**

BACKGROUND:

This policy has been reviewed in line with legislative requirements as well as guidelines and circulars published from the Office of Local Government.

The policy will need to be placed on public exhibition for 28 days and to allow submissions to be made.

REPORT:

In accordance with Section 439 of the Local Government Act 1993, Councillors must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out their functions under this Act or any other Act.

The purpose of the Policy is to:

- ensure that the Councillors would not be financially or otherwise disadvantaged in undertaking their civic responsibilities;
- ensure accountability and transparency in the reimbursement of expenses incurred by Councillors; and
- avoid unnecessary imposition of administrative burden on both Councillors and staff.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****Delivery Outcomes**

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Provides transparency and builds trust with residents	Some residents may not agree with Councillor budgets or spending
Environmental	Nil	Nil
Economic	Reduces the risk of overspending the budget	Nil
Governance	Ensures Council are acting within Local Government Act and meeting legislative requirements	Nil

Financial and Resources Implications

The budget has an allocation for councillor incidentals, training, attendance at functions and the provision of facilities for the Mayor and Councillors.

Costs and Benefits:**Policy, Legal and Statutory Implications:**

The preparation and review of this policy on an annual basis, ensures accountability and transparency.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Sound processes around the use of Council funds ensures that Council is able to make the best possible, informed decisions.

OPTIONS:

That Council not receive the report and not proceed with the Draft Payment of Expenses and Facilities for the Mayor and Councillors, which would be in breach of the Local Government Act.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil – Statutory Report

Attachments

- 1 Draft Payment of Expenses and Facilities to Mayors and Councillors Policy - SVC-CLR-PO-002-02-ID2007418 (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS

9.3 ADOPTION OF SNOWY VALLEYS COUNCIL ECONOMIC DEVELOPMENT STRATEGY

REPORT AUTHOR: COORDINATOR TOURISM & ECONOMIC DEVELOPMENT
RESPONSIBLE DIRECTOR: DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

EXECUTIVE SUMMARY:

This report requests that Council reviews and formally adopts *Preparing for Prosperity: Snowy Valleys Council Region Economic Development Strategy 2018 – 2022*.

RECOMMENDATION:

THAT COUNCIL:

1. **Receives the report on the adoption of the Snowy Valleys Council Economic Development strategy.**
2. **Adopts *Preparing for Prosperity: Snowy Valleys Council Region Economic Development Strategy 2018 – 2022*.**

BACKGROUND:

Council engaged consultant Sasha Lennon to prepare a 4 year Economic Development Strategy (EDS) for Snowy Valleys Council (SVC).

The Strategy has been prepared to support the communities of the Snowy Valleys region in accordance with Council's vision of "leading, engaging and supporting strong and vibrant communities". Informed by targeted stakeholder consultation, research and analysis, it builds on the community engagement process undertaken by Council to prepare the Snowy Valleys Community Strategic Plan: Snowy Valleys 2028: Our Vision, Our Future.

In June 2018, Council endorsed the Snowy Valleys Council Regional Economic Development Strategy (REDS).

The purpose of the REDS is to provide the economic evidence to support funding allocations from the NSW Government. The REDS outlines 4 key strategies, whereby SVC's major grant funding applications should align with these 4 strategies. The document also shortlists priority projects.

This report considers a separate strategic document: *Preparing for Prosperity: Snowy Valleys Council Region Economic Development Strategy 2018 – 2022 (EDS)*. The EDS is more tailored to the local economic development activities of Council. The table below outlines the purpose and scope of the two strategic documents.

	Regional Economic Development Strategy	SVC Economic Development Strategy
Purpose	To provide the economic evidence to support funding applications for NSW Government grant programs such as 'Growing Local Economies'.	Provides Snowy Valleys Council with an informed, clear, actionable and achievable 'road map' to encourage and support economic development in the Snowy Valleys Council area.
Key Strategy/Actions	There are three Strategy elements for the economic	25 actions identified in this strategy, the following five are Council's priority actions

	Regional Economic Development Strategy	SVC Economic Development Strategy
	<p>development of the Snowy Valleys Region</p> <ol style="list-style-type: none"> 1. Support the growth of the Forestry and Timber Processing and Agriculture sectors through improving access to and the reliability of infrastructure. 2. Continue to develop and grow the Tourism sector to diversify the Region's economy. 3. Boost and sustain the supply of skilled workers for the Region's core industries with regional skills development and initiatives to attract new residents <p>Each strategy element is accompanied by a set of actions, which incorporate and align with the actions in the SVC EDS.</p>	<p>to progressed over the first 18 months:</p> <ol style="list-style-type: none"> 1. Brindabella Road -Prepare a business case to support the upgrading of Brindabella Road to support the safe and efficient movement of residents, workers and visitors to the Snowy Valleys Council region (Action 1.1). 2. More Industrial land- Undertake a Snowy Valleys Council region industrial land demand and supply study to confirm existing capacity to accommodate growth and identify potential gaps in supply. As part of the study, collaborate with the Department of State Development to determine the need for a large-scale industrial estate in the Tumut area incorporating a transport and logistics hub (Action 1.4). 3. Education and Business Centre of Excellence Collaborate with the NSW Government, local industry partners and the education and training sector to establish the proposed Education and Business Centre of Excellence in the Snowy Valleys (Action 2.1). 4. Softwood 'Centre of Excellence' Undertake a scoping and concept design study for a Softwood 'Centre of Excellence' in the Snowy Valleys (Action 3.1). 5. Opportunities for short-term accommodation- Investigate needs and opportunities for short-term accommodation product development to serve the Snowy Valleys' visitor market (Action 4.1).
Duration	5 year plan	5 year plan
Key content	Aspirational list of actions to grow the region.	Forms the basis of the work program for Economic Development Staff.
Action funding status	Unfunded.	Unfunded.
Reporting requirements	Nil	Council staff must report on progress in implementing the strategy as part of the Integrated Planning & Reporting Operational Plan (activity 2.1.2).

REPORT:

The EDS is a blueprint for enhancing the vibrancy, diversity and sustainability of the Snowy Valley Council region's economy and its influence on the liveability of the local government area as a whole. The strategy articulates Council's role in facilitating, supporting and promoting business activity to develop and secure a sustainable employment base and a strong economic future for the Snowy Valleys Council area.

The EDS presents a suite of 25 individual actions categorised under four strategic themes. Some actions are focused on catalyst project planning and development initiatives which require action

combined with a well-planned course of project implementation for the desired outcomes to be realised. Other actions are more focussed on strategic program implementation. These are initiatives that can be addressed as part of Snowy Valleys Council's day-to-day economic development planning and facilitation functions in a strategic and informed manner.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 2: Growth through Innovation

Delivery Outcomes

2.1 Develop strong relationships with local industry, organisations and government to ensure a sustainable local economy

Operational Actions

2.1.2 Implement priority actions from the Economic Development

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Endorsing and implementing this strategy will help Council to support healthy, strong and vibrant communities in the council area, in accordance with Council's vision of 'leading, engaging and supporting strong and vibrant communities.	Environmental and social impacts of advocating for one type of land use (specifically plantation forestry vs agricultural land) may be a consideration when adopting this strategy.
Environmental	The vision in this document specifically refers to <i>sustainable</i> local industries.	Environmental and social impacts of advocating for one type of land use (specifically plantation forestry vs agricultural land) may be a consideration when adopting this strategy.
Economic	Adoption and implementation of this document will provide a strategic approach to maximise the economic development of the SVC region.	Actions in this strategy are currently unfunded.
Governance	Provides strategic direction for Council's economic development activities.	Nil.

Financial and Resources Implications

The EDS was funded by a successful grant application to the Building Better Regions Fund which covered 50%. The remaining 50% was funded via the New Council Implementation Fund.

The actions outlined in this strategy are not funded in Council's 2018/19 budget or Long Term Financial Plan. However the adoption of the document will reinforce Council's ability to lobby other levels of Government for assistance and also apply for grant funding.

Costs and Benefits:

Any significant project recommended in the EDS would be subject to a cost benefit analysis before funding is committed.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a need for clear direction for economic development activities across the Snowy Valleys region. This direction will be provided through the adoption of the EDS.

OPTIONS:

1. Council may choose to adopt the EDS as presented.
2. Council may choose to amend the document.
3. Council may choose not to adopt the EDS at this time.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The EDS is a key strategic document underpinning the IP&R suite of documents.

Stakeholder engagement was undertaken in accordance with a Stakeholder Engagement Plan. This plan was developed in accordance with Council's Community Engagement Strategy and was implemented to ensure that all engagement activities for this project were appropriate, consistent, and delivered in a timely manner to stakeholders. An overview of activities is outlined in the table below.

Engagement Activities	Description
Project inception meeting and workshop	Mini workshop with Council project team and selected external key stakeholders
Email release	Email sent to all key stakeholders to notify of the project commencement and scope and of upcoming opportunities for involvement in the development of the EDS
Discussion paper	Release of a brief discussion paper via direct email to key stakeholders
Targeted key stakeholder consultation	Telephone interviews
	Face to face meetings
	Industry and Chambers of Commerce focus groups
	Internal discussion group with Council staff
Community forums	Conduct public forums in key community areas throughout the region
Draft Economic Development Strategy	Email draft strategy to key stakeholders and invite feedback
Public Exhibition – Council Website	Post draft strategy on Council website and invite feedback
Finalisation of Economic Development Strategy	Finalise Economic Development Strategy based on key stakeholder and community feedback

External stakeholders included:

- Government representatives
- State government departments and agencies
- Business and industry development organisations
- Industry representatives

- General community stakeholders

External communications tools included:

- Email to key stakeholders incorporating a project information sheet;
- Face to face meetings / discussion groups / workshops / telephone interviews
- Circulation of a brief discussion paper
- Media releases, Social Media Messages
- Key messages
- Community forums
- Public exhibition period

Internal stakeholders included:

- Elected representatives
- Executive Leadership Team
- Strategy and Place staff

Internal communication tools included:

- Email/phone;
- Internal project meetings
- Regular face to face and telephone updates with the consultants
- Strong communication linkages between consultation processes for the Economic Development Strategy, the Community Strategic Plan and Destination Management Plan
- Internal workshops
- Internal exhibition to Councillors and Executive Leadership Team for comment

The draft EDS was placed on public exhibition from Friday 31st August to Monday 10th September. No public submissions were received during this period and no further submissions or enquiries have been received at the time of writing this report. There is no statutory requirement to exhibit the EDS.

Attachments

- 1 Snowy Valleys Council Economic Development Strategy, 2018-2022 (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS

9.4 STATEMENT OF INVESTMENTS AS AT 30 SEPTEMBER 2018

REPORT AUTHOR: COORDINATOR FINANCIAL STRATEGY AND REPORTING
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

This report is to provide a summary of Council's Cash and Investments as at 30 September 2018.

RECOMMENDATION:

THAT COUNCIL:

1. Receive that Statement of Investments as at 30 September 2018

BACKGROUND:

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.

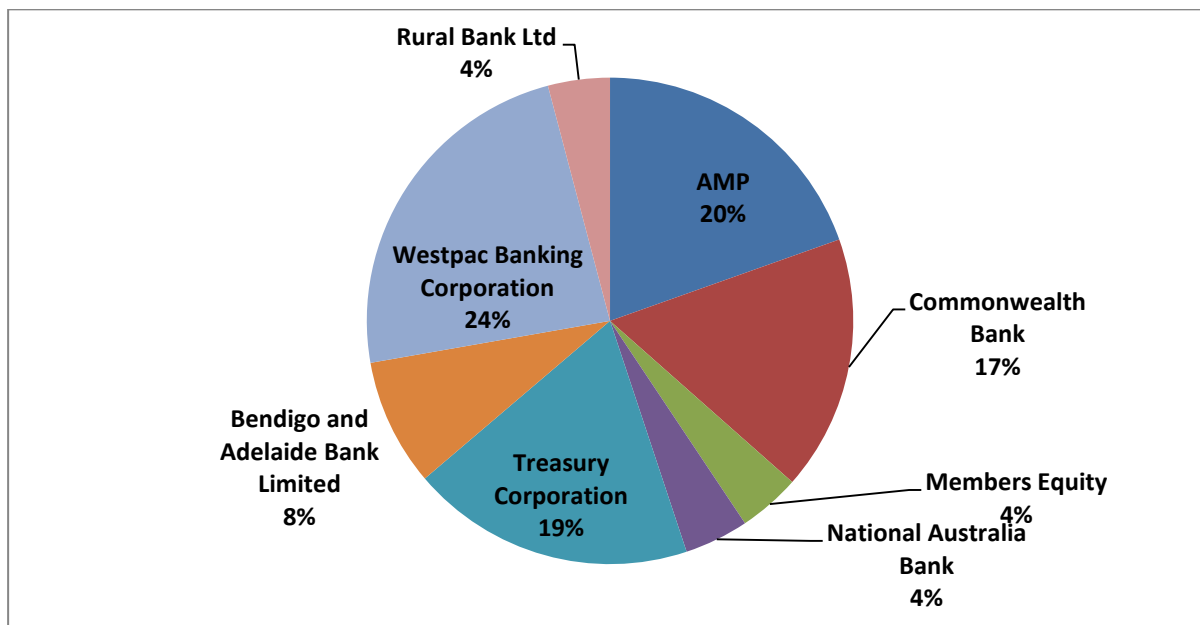
REPORT:

The following table lists Council's cash and investments as at 30 September 2018.

Combined Cash & Investment		as at 30/09/2018					
Cash & 11am at call Accounts	Balance Invested \$	Type	Interest Rate%	Maturity Date	% of Total Portfolio	% of Category	Rating
Commonwealth Bank	64,169	IWD Gen	1.40%		0.1%	0.3%	A-1+
AMP	519,729	IWD BSA	1.80%		1.1%	2.5%	A-1+
AMP	1,000,000	31d notice	2.30%		2.1%	4.9%	A-1
National Australia Bank	1,661,591	W/Acct	1.50%		3.4%	8.1%	A-1+
Commonwealth Bank	889,719	W/Acct	1.40%		1.8%	4.3%	A-1+
Commonwealth Bank	521,127	At Call (BOS)	1.50%		1.1%	2.5%	A-1+
Commonwealth Bank	422,534	At Call (BOS)	1.50%		0.9%	2.1%	A-1+
Commonwealth Bank	6,347,340	At Call (BOS)	1.50%		13.1%	30.8%	A-1+
<i>Sub Total Cash & 11 am at Call Accounts</i>	11,426,209		1.61%		23.5%	55.5%	
TCorp Investments (at Call)	Balanced Invested \$	Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)	% of Portfolio	% of Category	Rating
Treasury Corporation	523,576	at call	0.17%	0.58%	1.1%	2.5%	Treas
Treasury Corporation	1,050,559	at call	0.18%	0.65%	2.2%	5.1%	Treas
Treasury Corporation	3,195,528	MTGF	-0.03%	1.50%	6.6%	15.5%	Treas
Treasury Corporation	4,408,693	LTGF	-0.11%	2.82%	9.1%	21.4%	Treas
<i>Sub Total TCorp Investments at call</i>	9,178,356		0.05%		18.9%	44.5%	
Total Cash & At Call Investments	20,604,565		1.09%		18.9%	100.0%	

Term Deposits & Commercial Bills	Balance Invested \$	Lodgement Date	Interest Rate%	Maturity Date	% of Portfolio	% of Category	Rating
AMP	500,000	3/10/2017	2.60%	3/10/2018	1.0%	1.8%	A-1
AMP	2,000,000	9/01/2018	2.45%	8/10/2018	4.1%	7.1%	A-1
Westpac Banking Corporation	2,000,000	2/08/2018	2.80%	2/11/2018	4.1%	7.1%	A-1+
Members Equity	1,000,000	23/05/2018	2.77%	19/11/2018	2.1%	3.6%	A-2
AMP	1,000,000	20/04/2018	2.70%	15/01/2019	2.1%	3.6%	A-1
Bendigo and Adelaide Bank Limited	500,000	16/01/2018	2.65%	16/01/2019	1.0%	1.8%	A-2
Westpac Banking Corporation	2,000,000	23/07/2018	2.94%	23/01/2019	4.1%	7.1%	A-1+
Westpac Banking Corporation	2,000,000	2/08/2018	2.83%	2/02/2019	4.1%	7.1%	A-1+
Bendigo and Adelaide Bank Limited	250,000	9/03/2018	2.60%	11/03/2019	0.5%	0.9%	A-2
Bendigo and Adelaide Bank Limited	250,000	9/03/2018	2.60%	11/03/2019	0.5%	0.9%	A-2
Bendigo and Adelaide Bank Limited	1,057,811	12/07/2018	2.80%	8/04/2019	2.2%	3.8%	A-2
Bendigo and Adelaide Bank Limited	1,057,811	12/07/2018	2.80%	8/04/2019	2.2%	3.8%	A-2
Bendigo and Adelaide Bank Limited	1,000,000	29/08/2018	2.70%	29/05/2019	2.1%	3.6%	A-2
Rural Bank Ltd	2,000,000	25/06/2018	2.91%	25/06/2019	4.1%	7.1%	A-2
National Australia Bank	411,140	27/06/2018	2.80%	26/06/2019	0.8%	1.5%	A-1+
AMP	1,500,000	17/07/2018	2.85%	17/07/2019	3.1%	5.4%	A-1
Westpac Banking Corporation	2,500,000	23/07/2018	2.98%	23/07/2019	5.1%	8.9%	A-1+
Westpac Banking Corporation	1,000,000	24/08/2018	2.90%	24/08/2019	2.1%	3.6%	A-1+
AMP	1,000,000	14/09/2018	2.80%	14/09/2019	2.1%	3.6%	A-1
Westpac Banking Corporation	2,000,000	18/09/2018	2.90%	18/09/2019	4.1%	7.1%	A-1+
AMP	2,000,000	19/09/2018	2.80%	19/09/2019	4.1%	7.1%	A-1
Members Equity	1,000,000	29/08/2018	2.70%	29/02/2019	2.1%	3.6%	A-2
Total TD's and CB's	28,026,763		2.69%		57.63%	100.0%	
Total Cash & Investments	48,631,328				100.0%		

Council's investments and cash on hand were invested with the following institutions:



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.

Changes to term deposits for the month of September included:

- \$1m AMP renewed for 12 months at 2.8%
- \$2m lodged with Westpac for 12m at 2.9%
- \$2m AMP renewed for 12 months at 2.8%
- \$750k redeemed from NAB
- \$1m redeemed from Bank of Queensland
- \$750k redeemed from My State Bank
- \$500k redeemed from AMP
- \$750k redeemed from AMP

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

Operational Actions

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

N/A

Financial and Resources Implications

Investments are taken out based upon the best rate on the day and after consideration of spreading our risk across various institutions as per our Investment Policy and section 625 of the Local Government Act 1993 (NSW)

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
List Direct Costs	Increased revenue	Higher returns to ensure sustainability of Council	Higher returns on investments are always sought
List indirect costs	Maximise return on investments	Funding of projects	Council reputation is supported by good investment decision making
Initial Costs	N/A	N/A	N/A

Policy, Legal and Statutory Implications:

The information provided complies with Council's Investment Policy and Section 625 of the Local Government Act 1993.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Monthly reporting of investments keeps Council informed of the current cash situation and the return on investment.

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Matters arising from this report that require further communication will be addressed at the meeting or taken on notice and a response will be provided.

Attachments

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.5 DELEGATION OF AUTHORITY TO SIGN "STATEMENT BY COUNCIL ON ITS OPINION OF THE ACCOUNTS" FOR THE 2017/18 ANNUAL FINANCIAL STATEMENTS**

REPORT AUTHOR: DIVISION MANAGER FINANCE & IT
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

For the Council to resolve to delegate authority to the Mayor, a Councillor, General Manager and Responsible Accounting Officer to sign the 'Statement by Council on its opinion of the Accounts for 2017/18'.

RECOMMENDATION:**Recommendation:**

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

- 1 That its 2017/18 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 2017/18 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 2017/18 accounts immediately upon receipt of the auditor's report.
- 4 To invite Council's Auditor to attend the November Ordinary Council Meeting to present the 2017/18 Financial Reports.
- 5 To note the changes to reserve balances for 2017/18.

BACKGROUND:

Sections 413 to 421 of the Local Government Act relate to the Council's annual reporting requirements.

Council is required to submit its audited annual financial statements for the financial year ending 30 June 2018 to the Office of Local Government by 31 October 2018.

Section 413 requires that Council must provide an opinion on its financial report by way of a statement attached to the reports. The content of the statement is specified in the Local Government (General) Regulation, as follows:

19 Statement by a Council on its annual reports

- (1) The statement required by section 413 (2) (c) of the Act must:
 - (a) Be made by resolution of the Council, and
 - (b) Be signed by:
 - (i) The Mayor, and
 - (ii) At least one other member of the Council, and
 - (iii) The responsible accounting officer, and
 - (iv) The General Manager (if not the responsible accounting officer).
- (2) The statement must indicate :
 - (a) Whether or not the Council's annual financial reports have been drawn up in accordance with:
 - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder,
 - (ii) The Australian Accounting Standards and professional pronouncements; and
 - (iii) The Financial Statement Guidelines for NSW Councils.
 - (b) Whether or not those reports present fairly the Council's financial position and operating result for the year, and
 - (c) Whether or not those reports accord with the Council's accounting and other records, and
 - (d) Whether or not the signatories know of anything that would make those reports false or misleading in any way, and include such information and explanations as will prevent those reports from being misleading because of any qualification that is including in the statement.
- (3) The Council must ensure that the statement is attached to the relevant annual financial reports.

The recommendation is in accordance with the requirements of the Act and regulation.

REPORT:

Crowe Horwath has reviewed the financial statements and assisting the Auditor-General for NSW. The Auditor-General of NSW was given the mandate to conduct performance audits of a Council as part of the Phase 1 amendments to the Local Government Act 1993.

This process is currently progressing with the Financial Statements due to the Office of Local Government on 31 October, 2018.

Reserve Balance Changes

The following reserve balances have been consolidated due to no longer requiring separate reserves for former Councils and business arm as well as ensuring unrestricted cash is at an acceptable level. The changes to the reserves are indicated below with prior balances being shown as at the date Council went live with a single Integrate Business System:

Reserve Name	31 May Balance	30 June Balance
SWS Employee Leave Reserve	1,388,264	-
Tumbarumba Employee Leave Reserve	400,000	-
Tumut Employee Leave Reserve	919,007	-
SVC Employee Reserve	-	1,266,695
SWS Plant Reserves	2,486,570	-
Tumbarumba Plant Reserve	720,267	-
SVC Plant Reserve	-	2,486,570
SWS Private Works Contingency	508,351	-
Tumbarumba Private Works Contingency	400,000	-
SVC Private Works Contingency	-	508,351
Total Reserves	6,822,459	4,261,616

The reason that the Tumbarumba balances have been removed is due to the cash holdings for the former Council not covering their restricted reserves as at 31 May, 2018. This was the date the integrated business system was implemented and the finances of both former Councils were consolidated.

A full review of all reserves will be completed during the financial year and will be reported to Council for adoption.

The Financial Statements have yet to be finalised and the Audit, Risk and Improvement Committee have reviewed the draft set with any changes being reported to them. The Committee is not aware of any matter which would prevent the Council from executing the certificates to the Annual Financial Statements and Special Purpose Reports required by section 413(2)(c) of the Local Government Act 1993. While there are some minor clarification points identified for follow up, the Committee advises that there are no matters to which the Committee wishes to draw to Council's attention at this stage.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

Operational Actions

1.7.3 Finalise unqualified financial statements by 31 October

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Nil

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
NA	NA	NA	NA

Policy, Legal and Statutory Implications:**RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:**

The process for undertaking the completion and validation of financial statements is robust and is a key component to managing financial and business risk.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Financial reports will be presented to Council in the November meeting by the Auditor. A media release will follow to provide residents further information.

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS**10.1 KHANCOBAN SHOPFRONT - REQUEST FOR PURCHASE**

REPORT AUTHOR: DIVISION MANAGER ASSET PLANNING & DESIGN
RESPONSIBLE DIRECTOR: DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Council has received interest into the purchase of the shopfront at Khancoban. The shop is Freehold and is currently occupied by a pharmacist, since commencement of the current lease arrangement in 2015.

Approval is sought from Council to the sale of the lot through an Expression of Interest process.

RECOMMENDATION:**THAT COUNCIL:**

1. That the report on Khancoban Shopfront – Request for Purchase be received.
2. Approve the sale of Lot 5 in DP215605 through an Expression of Interest process
3. Delegate authority to the General Manager to assess and determine successful expression of interest bids for the sale of the assets, land and parcels Lot 5 in DP215605
4. Authorise the General Manager and Mayor to negotiate the sale price of the land parcels within 20% of the market appraisal, with parties meeting own costs
5. Delegate authority to the General Manager and Mayor to execute all sale documents and affix the Council seal to documentation required to complete the sale of the parcels

BACKGROUND:

Council has owned the shop as part of the Khancoban Shopping Complex for a number of years. The current Lessee has been an occupant of the shop since 2015.

The shop has been used infrequently over a number of years for various purposes with research showing that Council has been the owner of the lot since 1994.

REPORT:

Council has received a request from an interested party regarding purchase of the shop, which is currently occupied within the Khancoban Shopping Complex.

Council has owned the shop as a commercial shopfront for over 20 years. This returns minimal income to Council and does not fund the whole of life costs of the building.

Disposal of the asset, under a suitable arrangement, will reduce Council's expenses in operations and maintenance of the property. Some arrangement may need to be made with regard to joint services, which can be formalised during the purchase process.

Commitment of an interested party into owning the shop in the Khancoban precinct will also promote further development and attraction to the Khancoban Village. This will assist with the economic development within the township and encourage further growth with the buy in from interested businesses.

The process for sale must be made public, and as such an expression of interest methodology will ensure probity in the shop sale. Adjoining tenants will be forwarded the expression of interest documents for both information purposes and to lodge interest.

Council Officers have obtained market appraisal information to provide guidance on the combined sale value of the allotments. This market appraisal provides the basis of negotiation with interested parties, and as such is treated confidential.

Following the closing of expression of interest, the applications will be assessed and the sale will be processed through Council's legal counsel.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

SUSTAINABILITY ASSESSMENT:

From a sustainability perspective, the table below provides a summary of the positives and negatives associated with the overall project.

	Positive	Negative
Social	Successful sale of the building will provide amenity and development opportunity for the new owner.	No foreseen impacts.
Environmental	Nil increased benefits	No significant issues.
Economic	Disposal of surplus assets provides a means of reducing risk and exposure to replacement and operating impact of the building.	No foreseen impacts.
Governance	Asset Management Principle encourage the regular consideration of assets with regards to their disposal if they are surplus to the organisation needs or do not have strategic value.	No foreseen impacts.

Financial and Resources Implications

Council will need to undertake an Expression of Interest (EOI) for the lot sale which will need to be prepared and advertised.

Processing of the sale of the land will be undertaken by Council Solicitors

The current lease arrangement will become obsolete with the new owner able to negotiate such requirements if they desire.

Costs and Benefits:

Council will be responsible for its own conveyancing costs for the land sale, which are estimated at approximately \$2,000. The cost of conveyancing would be absorbed from the proceeds of the shop sale, and would not require a 2017/18 budget allocation.

Officers have sought a market appraisal from a local real estate agent, which has been placed under separate confidential cover so as not to influence the Expression of Interest process.

Council will have a slight decrease in its annual depreciation with the sale of the property. This will assist with moving Council towards a more financially sustainable model of operation.

Policy, Legal and Statutory Implications:

Council currently has no policy regarding retention or disposal of assets.

The sale of freehold property is governed by the Conveyancing Act 1919, Specifically Part 4 Division 8. A suitably qualified solicitor will be engaged to oversee the process of the lot sale to ensure all statutory compliance is met.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There are no foreseen significant risks to Council with the recommendation with relation to the process of the sale.

A risk is present that the market appraisal has overpriced the value of the shop, and the parcels do not gain interest during the advertising process. Negotiation to a set percentage of the market appraisal will provide some flexibility to mitigate this risk.

OPTIONS:

1. Council endorse the recommendations
2. Council not provide approval for the sale of the shop

Sale of shop through direct offer is not recommended on the basis that the recommended process provides transparency and equal opportunity to purchase the lot.

COUNCIL SEAL REQUIRED:

The Council Seal will be required as upon the execution of documents for the disposal of the property

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Direct contact by way of letter to direct neighbouring properties and interested parties will be forwarded advising of Council's resolution on the matter, and inviting interested parties to lodge an expression under the guidelines.

The sale of the building will be subject to an Expression of Interest process, which will be publicly advertised on Council's website and in the local paper. Those parties lodging a submission will be notified of the outcome of the assessment.

Attachments

- 1 Khancoban Shopfront Location [↓](#)
- 2 Valuation Report - Confidential



**Lot 5 DP215605 Khancoban
Khancoban Shops**

Legend	
	SewerManhole
	StormwaterPipe
	tumbamettes
	WaterMains
	WaterFittings WaterFittings Point
	StormwaterPit
	SWDrPipe
	Drainage - undefined
	Stormwater Pipe
	SewerConnections
	SewerPipe



Prepared by Neil Bombardier

Aerial photo 2011

Map Printed 2018-09-12T11:41:12

Projection:GDA 94

DISCLAIMER: No responsibility is taken for any errors or omissions that may be contained within any map and associated data in any form. No guarantee is given as to the accuracy of the information contained within any map or data. Onsite asset locations should be arranged before proceeding with any excavations. You should NOT rely solely on this information especially if you are buying a property. Building on a property and/or making a final decision. It is recommended that you



10. MANAGEMENT REPORTS**10.2 MANNUS LAKE BLUE-GREEN ALGAL BLOOM MANAGEMENT OPTIONS**

REPORT AUTHOR: COORDINATOR WATER & WASTEWATER
RESPONSIBLE DIRECTOR: DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Mannus Lake experienced a severe algal bloom in late 2017 through early 2018, necessitating the issuing of a Red Alert to downstream water users. This incident had a significant impact on downstream users and there is a need for Council to investigate options to mitigate the likelihood of a similar event originating from Mannus Lake.

To consider management solutions to prevent future algal blooms, Council requires further information regarding how algal blooms develop within the lake.

RECOMMENDATION:**THAT COUNCIL:**

1. **Develop a Mannus Lake Blue Green Algae Response Protocol Policy.**
2. **Consider the allocation of \$49,000 at the 1st Quarter Budget Review to engage a suitably qualified consultant to undertake a 12 month study of Mannus Lake to:**
 - i. **Better understand the cause of algal blooms in the lake and;**
 - ii. **Provide recommendations of management to prevent future algal blooms.**
3. **Consider the allocation of \$5,000 each financial year for the purpose of water quality testing within future budget considerations.**

BACKGROUND:

Mannus Lake experienced a severe algal bloom in late 2017 through early 2018, necessitating the issuing of a Red Alert to downstream water users. Under Red Alert conditions, water should not be used for domestic purposes, nor should recreational activities be undertaken in the affected water. This incident had a significant impact on downstream users and there is a need for Council to investigate options to mitigate the likelihood of a similar event originating from Mannus Lake.

1. Managing the Algal Bloom

Notifications and warning signage consistent with Water Directorate Blue Green Algae Management Protocols and the Department of Industry: Water (DOI Water) approval requirements for Mannus Lake were used to manage the algae incident.

The DOI Water approval states: If an algal scum is visually observed, the approval holder [Council] must undertake water sampling and testing. If the analysis reveals toxic levels, the approval holder must erect appropriate warning signs and provide the NSW Office of Water with a copy of water testing results.

The impact of the bloom on downstream users was significant and many complaints were received at Council. In accordance with Section 356 of the Local Government Act 1993, Council resolved to supply and deliver potable water to affected downstream residents, who have no other alternative domestic water source. This supply was capped at one 13 kL load

per fortnight per household. The budget commitment for this activity was \$15,000 from the Council general revenue fund, as resolved in January 2018 (M003/18).

2. UTS Study of Algal Bloom

Council engaged the University of Technology Sydney (UTS) to undertake a short study of the algal bloom in January 2018. An outcome of this study was the preparation of a report, which has been included as attachment 1.

The report proposed several causal factors for the algal bloom, including: thermal stratification in the dam, with anoxic conditions leading to the release of sediment bound nutrients. Such nutrients would normally be kept in the bottom water. With a large rainfall event in early December, the mixing of the anoxic zone with surface layers throughout the lake would have occurred. The large rainfall event would have introduced additional nutrients and sediments into the lake via catchment runoff, which are believed to have created conditions suitable for the subsequent proliferation of an algal bloom.

Cyanobacterial blooms can be managed in lakes when the conditions that cause the blooms are understood. An outcome of the UTS study was the recommendation for a further research program to better understand the causes of algal blooms in Mannus Lake and for management actions to be developed. UTS have proposed a 12 month study for \$49,000 and the project brief can be seen in attachment 2.

REPORT:

1. Introduction

Mannus Lake is a recognised part of the Tumbarumba locality and a potential critical asset for the future water security of Tumbarumba. Council presently operates the Mannus Dam outflow in accordance with DOI Water approval conditions to maintain environmental flows and to provide water for downstream users. In the event of an algal bloom, Council is required to undertake notification and monitoring as stipulated in the approval conditions.

2. Blue-Green Algae

Low levels of blue-green algae are generally present in freshwater at all times. Where a series of favourable environmental factors occur, including: warm water temperatures, sunny days and plenty of nutrients, a blue-green algae bloom can result. Different types of blue-green algae favour different kinds of water conditions, some prefer flowing water, while others prefer still water. Many algae types also grow well under stratified conditions in a water body.

Once a blue-green algal bloom occurs, there is very little that can be done to stop it. Frequent testing of algal levels helps with decision-making and alternative water supplies for stock and domestic uses if needed. Flushing a water body by adjusting river flows may disperse blooms and break up stratification; however, this option is not always possible or helpful depending on water availability or the characteristics of a bloom.

3. Management of Algal Blooms

Artificial mixing is a common approach to mitigate the likelihood of algal bloom occurrence. The aim of artificial mixing or circulation is to eliminate stratification in the water body, which affects the growth of algae. Through the circulation of oxygenated water, the anoxic zone in a lake is minimised.

The design and installation of an artificial mixer is estimated to be \$100,000 per unit and for a lake the size of Mannus Lake, potentially two or three units may be required to achieve desired results. Therefore, an upper limit of \$300,000 is estimated for the design and installation of artificial mixers.

With increased focus on accountability and community expectations, there is a need for focus on effectiveness and efficiency in delivering Council projects which have impacts on

the community. Snowy Valleys Council's Project Management Framework requires that all projects with significant expenditure have a business case, justifying a proposed project. A project must also align with the strategic direction of Council. The research project proposed by UTS is considered essential input into the development of a business case, especially if artificial mixers are to be installed.

Proactive sampling of water quality does not require a business case, as this is considered to be essential in demonstrating to the community that Council is proactive with the monitoring of water quality in Mannus Lake.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

3.4 Protect and manage local air quality, waterways, rivers and streams

Operational Actions

5.4.5 Advocate for the establishment of a main water connection from Mannus Lake to Tumbarumba.

Should Mannus Lake become a supplementary water supply source for Tumbarumba, then management of algae is essential for the protection of public health.

SUSTAINABILITY ASSESSMENT:

Snapshot sustainability indicators for items comprising the recommendations in this report are provided below:

	Positive	Negative
Social	Council is seen to be exploring options for the mitigation of algal blooms in Mannus Lake, demonstrating commitment to protecting public health.	Community may be of the mind that immediate action is necessary to address the concerns.
Environmental	Council is seen to be exploring options for the mitigation of algal blooms in Mannus Lake, demonstrating commitment to protecting the environment.	Expectation may be that Council acts to address the matter immediately to protect the environment.
Economic	Council is seen to be exploring options for the mitigation of algal blooms in Mannus Lake, demonstrating commitment to protecting Mannus Lake a tourist destination in Tumbarumba.	Further algal blooms may cause inability to water stock and irrigate, as well as restrict water for domestic use.
Governance	Council manages algal blooms in accordance with industry guidelines, including DOI Water requirements.	Nil with recommendation

Financial and Resources Implications

Financial implications for the proposed actions in this report comprise:

1. **\$5,000** for sampling and testing water quality through the period from 1 October through 31 March. To be funded from the general income reserve.
2. **\$49,000** for the UTS 12 month study to be funded from general revenue income.

The total impact is \$54,000, which is not presently funded.

As an alternative to the use of general revenue funding, Council could utilise a portion of the \$145,000 received following the Ournie/Tooma Fire in 2009 for the benefit of the affected communities. This money has been sitting in a reserve since being received.

Furthermore, should the UTS study and the subsequent Council business case result in a decision to proceed with the installation of artificial mixer units, Council will need to allocate \$200,000 - \$300,000 depending upon the number of mixers required. Such funding would need to be considered in future.

Costs and Benefits:

Council expenditure associated with Mannus Lake algal outbreak was \$23,935.01 comprising a UTS study of \$16,472.50 and \$7,362.51 for water supply, water testing and ancillary costs.

Council cannot proceed with the installation of artificial mixing units without adequate justification through a business case per the Project Management Framework. The cost for the additional 12 month UTS study is considered necessary to support such a business case, or any alternative management actions.

The cost for routine sampling between October and March is considered minimal for the benefits of early detection of algal blooms and notification to residents.

Policy, Legal and Statutory Implications:

Council is required to manage algal blooms under approval conditions for the operation of Mannus Dam. Condition 34 of Council's approval to operate Mannus Dam (Lot 2 //608847) states:

If an algal scum is visually observed, the approval holder [Council] must undertake water sampling and testing. If the analysis reveals toxic levels, the approval holder must erect appropriate warning signs and provide the NSW Office of Water with a copy of water testing results.

Section 356 of the Local Government Act 1993 prescribes requirements when Councils provide financial assistance to others. Council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

The adoption of a response policy for the management of algal blooms should address both of the above items.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Council is responsible for managing the quality of Mannus Lake within the limitations imposed under the DOI Water approval. When algal blooms occur, there is little that can be done to stop it. The development of a blue-green algae response protocol policy and implementation of a sampling program will assist with the early detection and response of Council to an algal bloom. Should a business case justify the use of artificial mixers, then this should lower the likelihood of algal bloom incident for the community.

OPTIONS:

As an alternative to the UTS 12 month study, Council could:

- 3a. **Allocate \$40,000 for the design of mixing units suitable to the Mannus Lake;**

3b. Allocate a further \$260,000 for the manufacture and installation of mixers in a future financial year.

4. Alternatively, call for a design and construct tender for artificial mixers; a budget of \$200,000 - \$300,000 may be required.

In accordance with Council's Project Management Framework, a business case is necessary to support a project where a significant cost may be incurred, as such it is considered unwise to proceed with the above alternative options in the absence of a business case.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Should Council proceed with the UTS 12 month study; Council will use social media to inform residents of the status of the study. For sampling of water quality, results will be published on Council's website under the Environmental Monitoring page; this is where sewage effluent release results are published.

Attachments

- 1 Mitrovic, S., Hitchcock J. & Facey, J. 2018, Mannus Lake – Investigations into the contributing factors for the 2018 blue-green algal bloom and management recommendations, Freshwater and Estuarine Research Group, University of Technology Sydney, New So (under separate cover) [⇒](#)
- 2 Project Brief – Mannus Lake blue-green algal bloom management study. (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.3 SALE OF SURPLUS LAND PARCELS - GILBERT STREET, TUMBARUMBA**

REPORT AUTHOR: DIVISION MANAGER ASSET PLANNING & DESIGN
RESPONSIBLE DIRECTOR: DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Council has been approached by a local resident regarding the purchase of 2 blocks of land in Gilbert Street, Tumbarumba. These parcels are non-operational (not used by Council in its service delivery), and have no building entitlement as they are located within a flood prone area.

Approval is sought from Council for the land parcels to be sold through an expression of interest process to private ownership.

RECOMMENDATION:**THAT COUNCIL:**

1. That the report on Gilbert Street land sale be received.
2. Approve the sale of Lot 9 Section 16 in DP759003 and Lot 82 in DP630704 through an Expression of Interest process
3. Delegate authority to the General Manager to assess and determine successful expression of interest bids for the sale of the land parcels Lot 9 Section 16 in DP759003 and Lot 82 in DP630704
4. Authorise the General Manager and Mayor to negotiate the sale price of the land parcels within 20% of the market appraisal, with parties meeting own costs
5. Delegate authority to the General Manager and Mayor to execute all sale documents and affix the Council seal to documentation required to complete the sale of the parcels
6. That Council impose a building restriction to the land title over Lots 9 Section 16 in DP759003 and Lot 82 in DP630704 prior to sale of the parcels

BACKGROUND:

Council has been approached regarding the purchase of Lot 9 Section 16 in DP759003 and Lot 85 in DP630704, located on an unformed section of Gilbert Street, Tumbarumba. The land is currently used for grazing and has no building entitlement as it facilitates drainage through the town of Tumbarumba. The total area of the two parcels of land is approximately 3,300 square metres.

The land parcels hold no operational value to Council, nor strategic value, and are considered surplus land to Council's needs.

REPORT:

Council has been approached by an interested party regarding the potential for the vacant blocks in Gilbert Street, Tumbarumba to be purchased. These blocks are zoned R1 Residential.

The land is not used operationally by Council and due to the location and drainage needs of the area, development of the land is unlikely. The land has no building entitlement due to the need for drainage from the eastern side of Tumbarumba down to the down to the Tumbarumba Creek.

Disposal of the asset, under a suitable arrangement, will ensure that Council will not have the ongoing maintenance and operational costs of the land. There are currently no plans for utilisation

of this land and due to the location and development restrictions, there is no anticipated need in the foreseeable future for the blocks to be retained by Council.

The process for sale must be made public, and as such an expression of interest methodology will ensure probity in the land sale. Adjoining land owners will be forwarded the expression of interest documents for both information purposes and to lodge interest.

Council Officers have obtained market appraisal information to provide guidance on the combined sale value of the allotments. This market appraisal provides the basis of negotiation with interested parties, and as such is treated confidential.

Following the closing of expression of interest, the applications will be assessed and the sale will be processed through Council's legal counsel.

Given the land is flood prone, it is suggested a building restriction be placed on the land title to ensure there is no ambiguity in the expectation of Council that the land will not be developed and property put at risk.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

1.7 Manage Council's resources in a manner which is equitable and ensures organisational sustainability

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Successful sale of the surplus land will provide amenity for the new owner.	No foreseen impacts.
Environmental	Nil increased benefits	No significant issues.
Economic	Disposal of surplus assets provides a means of reducing operational costs.	No foreseen impacts.
Governance	Asset Management Principle encourage the regular consideration of assets with regards to their disposal if they are surplus to the organisation needs or do not have strategic value.	No foreseen impacts.

Financial and Resources Implications

Council will need to undertake an Expression of Interest (EOI) for the land sale which will need to be prepared and advertised.

Processing of the sale of the land will be undertaken by Council Solicitors.

Costs and Benefits:

Council will be responsible for its own conveyancing costs for the land sale, which are estimated at approximately \$2,000. The cost of conveyancing would be absorbed from the proceeds of the land sale, and would not require a 2017/18 budget allocation.

Officers have sought a market appraisal from a local real estate agent, which has been placed under separate confidential cover so as not to influence the Expression of Interest process.

Upon sale of the affected land, Council will no longer be required to pay rates for this unused land as an ongoing saving.

Policy, Legal and Statutory Implications:

The sale of freehold property is governed by the Conveyancing Act 1919, Specifically Part 4 Division 8. A suitably qualified solicitor will be engaged to oversee the process of the land sale to ensure all statutory compliance is met.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There are no foreseen significant risks to Council with the recommendation with relation to the process of the sale.

A risk is present that the market appraisal has overpriced the value of the land, and the parcels do not gain interest during the advertising process. Negotiation to a set percentage of the market appraisal will provide some flexibility to mitigate this risk.

OPTIONS:

1. Council endorse the recommendations
2. Council not provide approval for the sale of the land

Sale of land through direct offer is not recommended on the basis that the recommended process provides transparency and equal opportunity to purchase the land.

COUNCIL SEAL REQUIRED:

The Council Seal will be required as upon the execution of documents for the disposal of the parcels of land.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Direct contact by way of letter to direct neighbouring properties will be forwarded advising of Council's resolution on the matter, and inviting interested parties to lodge an expression under the guidelines.

The sale of the land parcels will be subject to an Expression of Interest process, which will be publicly advertised on Council's website and in the local paper. Those parties lodging a submission will be notified of the outcome of the assessment.

Attachments

- 1 Comparative Market Analysis - Gilbert Street, Tumbarumba - Confidential
- 2 Gilbert Street Parcels [↓](#)

on a property and/or making a final decision. It is recommended that you seek legal advice proceeding. Any data from the LPI is used under license from the Land & Property Information.

Lot 9/16//DP759003 & Lot 82//DP630704



10. MANAGEMENT REPORTS**10.4 PROPERTY BOUNDARY ADJUSTMENT - 40-44 CROMWELL STREET, ADELONG**

REPORT AUTHOR: DIVISION MANAGER ASSET PLANNING & DESIGN
RESPONSIBLE DIRECTOR: DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

The occupant of 40-44 Cromwell Street, Adelong (Lot 230 DP 757211) has identified that their Lot cadastre does not align correctly to the road assets in place. The land owner has requested that this matter be addressed through the process of a land exchange and modification to boundary of Lot 230 DP757211.

This Report seeks Council's approval to proceed with land exchange to address the boundary issues.

RECOMMENDATION:**THAT COUNCIL:**

1. That the report on Property Boundary Adjustment – 40-44 Cromwell Street, Adelong be received.
2. That Council agree to facilitate the partial road closure and boundary adjustment as highlighted in the Gray Surveyors Plan dated 26 September 2017, on the basis of land transfer being of equal portion size.
3. That Council agree to meet costs associated with boundary adjustment, road closure and road gazettal.
4. Determine that parties are to meet their own legal costs
5. Decline the request for Council to fund the construction of new boundary fencing
6. Sell or transfer land of equal value to the Owner of the affected Lot.
7. Delegate authority to the Mayor and General Manager to execute all documentation and, affix the Council Seal to all documentation, to facilitate the boundary adjustment, road closure and road gazettal.
8. Develops an amendment to the Roads Management Policy to formalise a policy position on road land matters.

BACKGROUND:

Typically boundary adjustments and road closures have been approached with a "case by case" process, consequently, outcomes throughout the Local Government Area are myriad. It is important to consider that these issues are common throughout the nation, and quite often are not noticed until such time as they cause inconvenience to a land owner or the roads authority, at which time they are addressed.

There are three options open to Council when these matters arise:

1. Purchase of the subject portion of land where the road reserve encroaches the boundary (may be by agreement or through compulsory acquisition)
2. Enter into negotiation for land swap of land to equal value

3. Relocation of the road to eliminate or reduce the encroachment

A combination of the three may be employed where required.

The land owner of 40-44 Cromwell Street has made two requests to Council to address and identified encroachment of the road on their boundary on the intersection of Cromwell Street and Selwyn Street.

Given the matter has been raised, appropriate consideration must be given to the request. A delay to the consideration of the matter may cause the land owner to progress the matter through further legal means which may be costly to Council.

REPORT:

The owner has requested that similar area sizes be transferred between Council and occupant and that Council pay all associated fees regarding preparation and registration of subdivision, as well as all reasonable legal fees and any costs associated with fencing the proposed new boundary.

On assessment of this particular case, the request for a swap of land is feasible given that there is sufficient vacant space within the road corridor to transfer. A boundary adjustment is required to facilitate the transfer, of which the land exchange will need to ensure equal size of the land given to that which will be received.

Cost of land purchase will increase costs to address the concerns, as will the realignment of the road.

Apportionment of the costs need to recognise the benefits to each party. Given the encroachment is clear, Council should meet costs associated with the boundary realignment as well as the application fees for road closure and gazettal.

The request for fencing costs to be met by Council can be considered unreasonable, given that the current fencing, as shown in the submitted plan of marks placed (Grays Surveyors, 26/9/2017) is on the alignment of the proposed boundary arrangement.

In addition, road corridors and public land are not subject to provisions under the Dividing Fences Act 1991, and as such obligations to fence road corridors by Council is not required.

The absence of policy and procedure can cause ambiguity on such matters. Historically the matters have been presented to Council on a case-by-case basis. Ideally, amendment to the Council's Road Management Policy will provide guidance for both the public and Council in addressing further requests into the future.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

5.1 Provide a program to improve local roads

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	No foreseen impact	No foreseen impact
Environmental	No foreseen impact	No foreseen impact
Economic	No foreseen impact	Council does not have a budget for addressing such

	Positive	Negative
		matters, and the costs of processing the resolution will need to be covered from an appropriate budget.
Governance	Council has a responsibility to help the occupants to rectify the cadastre.	No foreseen impact

Financial and Resources Implications

The costs of addressing these issues has not been budgeted for within the 2018/19 Operational Budget, thus consideration will need to be given at the First Quarter Budget Review on how the costs will be funded.

Costs and Benefits:

Consultancy costs for survey and legals will be sought, at an expected cost of \$8,000. Further fees for road closure lodgement and gazettal will incur fees expected to be \$2,000. A total cost of \$10,000 is expected.

No direct benefits are expected to be yielded from the recommendation, however, Council should endeavour to address road land matters as they are raised.

Policy, Legal and Statutory Implications:

The Roads Act 1993 applies generally to road land matters, in particular Part 12, which addresses the acquisition of land (for roads purposes) providing road authorities the power to acquire land generally, and the procedure for such acquisition.

In addition, the Land Acquisition (Just Terms Compensation) Act 1991 addresses the statutory requirements for the addressing of land matters by public authorities through agreement.

With regards to Council's obligation for fencing works, the Dividing Fences Act 1991, section 25 applies, which does not confer any liability of fencing a local council or roads authority.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Investigation of the request and recommended actions has not identified any significant risks.

OPTIONS:

1. Council approve the recommendations
2. Council not approve the proposed boundary adjustments and notify the applicant accordingly
3. Vary the recommendation on financial contributions of each party

COUNCIL SEAL REQUIRED:

Yes - A Council seal will be required on the execution of relevant documents

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Road closures and gazettal's are required to be advertised in accordance with the Roads Act 1991 and the Road Transport (General) Regulation 2005.

Given the matter is of a personal nature with the affected land owner, no further public consultation other than advertisement of gazettal's is required.

The land owner and their representing legal counsel will be updated of Council's resolution of the matter, and updated regularly as the matter is progressed.

Attachments

- 1 20180614 - Request Letter - Denniston and Day [↓](#)
- 2 20180614 - Boundary Map - Cromwell Street, Adelong [↓](#)
- 3 20180926 - Updated Request - Denniston and Day (ID2005326) [↓](#)



Denniston & Day Pty Ltd (ACN 129 004 842)
A.T.F Denniston & Day Unit Trust

PHILLIP DAY
PRINCIPAL
(Personal Injury Accredited Specialist)

STEPHEN GROCH
LAWYER

CYNTHIA-ROSE WIENCKE
LAWYER

HOLLIE CLARK
LAWYER

OUR REF: CW

YOUR REF:

14 June 2018

Snowy Valleys Council
General Manager
76 Capper Street
TUMUT NSW 2720
BY EMAIL: tumutadmin@snowyvalleys.nsw.gov.au

Dear Sirs

RE:

**40-44 CROMWELL STREET, ADELONG NSW
LOT 230 DP 757211**

We have been instructed to act for _____ has advised there are boundary issues regarding _____ property known as 40-44 Cromwell Street, Adelong NSW being folio identifier Lot 230 DP757211.

Please find **attached** plan which has been prepared by Gray Surveyors. We note the lot boundary is marked as a solid line. The centre of the roadway is marked as "1" and "XX". The existing fence is marked in black broken lines. As it stands the roadway encroaches onto our client's property and part of the existing fence marked "5" encroaches onto Council land.

Our client proposes the lot boundary line is adjusted as marked "2" with red broken lines and highlighted green. Therefore our client will transfer part title of her property being the portion marked "6" highlighted blue to Council and in return Council will transfer title of the portion marked "5" highlighted orange to our client. Our client will replace the fencing at her own cost in accordance with the proposed adjusted boundary marked "2" with red broken lines and highlighted green.

We propose Council pay all associated fees regarding the preparation and registration of Subdivision to alter boundaries together with our client's reasonable legal fees.

Should you wish to discuss the matter please contact our office on (02) 6921 2886.

We look forward to receiving your response.

A: PO BOX 3 • 89 Fitzmaurice Street, Wagga Wagga NSW 2650 • DX 5406

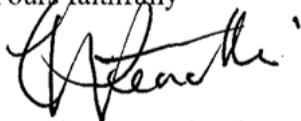
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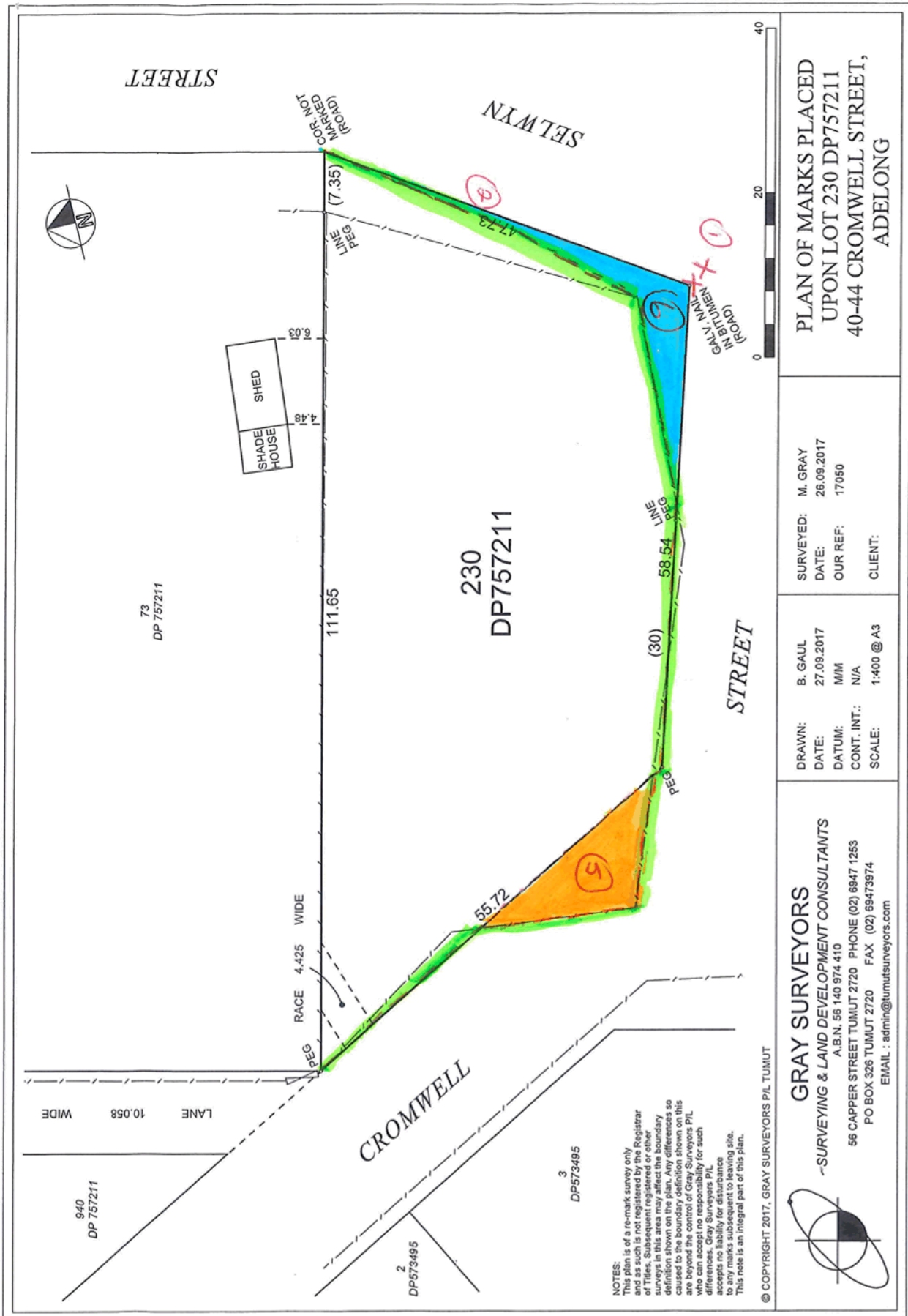
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Yours faithfully

A handwritten signature in black ink, appearing to read 'C. Wiencke', written in a cursive style.

Cynthia-Rose Wiencke
Lawyer
DENNISTON & DAY



**PLAN OF MARKS PLACED
UPON LOT 230 DP757211
40-44 CROMWELL STREET,
ADELONG**

**SURVEYED: M. GRAY
DATE: 26.09.2017
OUR REF: 17050
CLIENT:**

**DRAWN: B. GAUL
DATE: 27.09.2017
DATUM: M/M
CONT. INT.: N/A
SCALE: 1:400 @ A3**

**GRAY SURVEYORS
-SURVEYING & LAND DEVELOPMENT CONSULTANTS
A.B.N. 56 140 974 410
56 CAPPER STREET TUMUT 2720 PHONE (02) 6947 1253
PO BOX 326 TUMUT 2720 FAX (02) 69473974
EMAIL: admin@tumutsurveyors.com**

NOTES:
This plan is of a re-mark survey only and as such is not registered by the Registrar of Titles. Subsequent registers or other surveys may be made. Any differences so caused to the boundary definition shown on this plan are beyond the control of Gray Surveyors P/L who can accept no responsibility for such differences. Gray Surveyors P/L accepts no liability for disturbance to any marks subsequent to leaving site. This note is an integral part of this plan.

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From: Cynthia Wiencke - Denniston and Day
Sent: 26 Sep 2018 12:30:53 +1000
To: Admin;Tumbaadmin
Subject: 20180926 - - PROPERTY BOUNDARIES - 40-44 Cromwell Street, Adelong NSW
Attachments: 20180926133238852.pdf, 20180614162224719.pdf

Dear Sirs/Madam

Please find **attached** letter of even date.

Kind Regards

Cynthia-Rose Wiencke
Lawyer

 **DENNISTON
& DAY** LAWYERS
89 Fitzmaurice Street
WAGGA WAGGA NSW 2650
DX 5406 WAGGA WAGGA
P: 02 6921 2886
F: 02 6921 7265
E: cynthia@dennistonday.com

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Denniston & Day Pty Ltd (ACN 129 004 842)
A.T.F Denniston & Day Unit Trust

PHILLIP DAY
PRINCIPAL
(Personal Injury Accredited Specialist)

STEPHEN GROCH
LAWYER

CYNTHIA-ROSE WIENCKE
LAWYER

HOLLIE CLARK
LAWYER

OUR REF: CW:1800238

YOUR REF:

26 September 2018

Attention: GIS and Assets Officer

Snowy Valleys Council
76 Capper Street
TUMUT NSW 2720

**BY EMAIL: tumutadmin@snowyvalleys.nsw.gov.au
tumbaadmin@snowyvalleys.nsw.gov.au**

Dear Sirs

**RE: – PROPERTY BOUNDARIES
40-44 CROMWELL STREET, ADELONG NSW
LOT 230 DP 757211**

We refer to our letter dated 14 June 2018 and have been instructed to withdraw the offer as outlined in the said letter.

Our client has further instructed the lot boundary line is adjusted as marked “2” with red broken lines and highlighted green. Therefore our client will transfer part title of property being the portion marked “6” highlighted blue to Council and in return Council will transfer title of the portion marked “5” highlighted orange to our client. Council will be pay for the cost of replacing the fencing in accordance with the proposed adjusted boundary marked “2” with red broken lines and highlighted green.

Council to pay all associated fees regarding the preparation and registration of Subdivision to alter boundaries together with our client’s reasonable legal fees.

Should you wish to discuss the matter please contact our office on (02) 6921 2886.

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T: 02 6921 2886 • F: 02 6921 7265 www.dennistonday.com

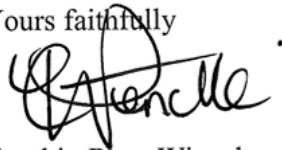
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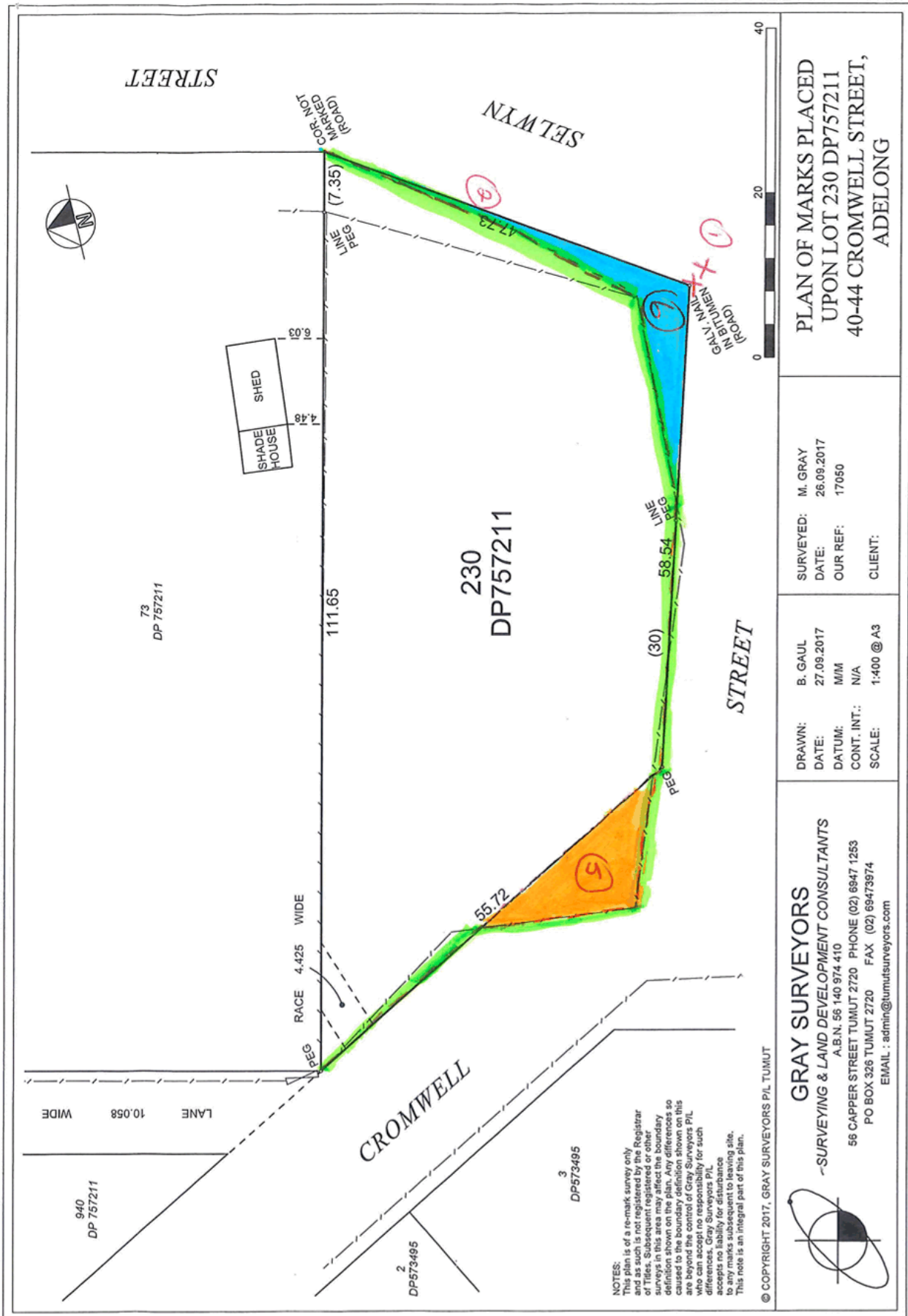


We look forward to receiving your response.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C. Wiencke', with a small dot at the end.

Cynthia-Rose Wiencke
Lawyer
DENNISTON & DAY



11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - FRIENDS OF TUMUT WETLANDS COMMITTEE HELD 18 SEPTEMBER 2018**

REPORT AUTHOR: COORDINATOR OPEN SPACE & FACILITIES
RESPONSIBLE DIRECTOR: DIRECTOR ASSETS AND INFRASTRUCTURE

RECOMMENDATION:**THAT COUNCIL:**

- 1. Accept the report on the Minutes – Friends of Tumut Wetlands from Director Assets and Infrastructure.**
- 2. Accept the record of discussion of the Friends of Tumut Wetlands Committee meeting held on Tuesday 18 September 2018.**

BACKGROUND:

The Snowy Valleys Council Friends of Tumut Wetlands meet once every four months to discuss matters relating to the Tumut Wetlands located in Tumut.

At this Committee meeting the Committee discussed and voted on the matters that apply to the Tumut Wetlands.

The Purpose of the committee is to:

1. Provide appropriate advice and recommendations on matters relevant to the Tumut Wetlands.
2. Provide a forum for discussion of The Tumut Wetlands issues.
3. To advise Council on the level of service preferred regarding the maintenance of the Tumut Wetlands.
4. To promote the Tumut Wetlands in the Snowy Valleys Council.

REPORT:

The Committee did not have a Quorum but the following matters were discussed by those present:

1. Friends of Tumut Wetlands Committee Membership Forms.

The committee would like council to advertise more widely than the local paper, Facebook and the Council website. Suggested to have advertising on the radio making it more visible and viable.

2. Create a monthly works program for the Wetlands.

Monthly works programs will not work as it is impossible to determine what the volunteers will do in advance. The attendees suggested they would prefer to have a weekly log and update of what they have done.

A trial will be established by Council staff and monitored to determine effectiveness of this methodology. This will be treated as an operational matter.

3. Supply Personal Protective Equipment and Hi-Vis vest to Volunteers who are using equipment where it is needed.

Those that are actually working be provided the appropriate Personal Protective Equipment. Council Officers will investigate this matter and initiate any findings from this review. This will be treated as an operational matter.

4. Update on the progress of the Tumut Wetlands Brochure.

Council Officers will follow up on the status of the brochures with a mind to finalising their production. This will be treated as an operational matter.

Council Officers will report on the status of these actions at the next Wetlands Committee meeting.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Costs of any Personal Protective Equipment that Council is obliged to provide will be borne by the budget for maintenance and operations of the Tumut Wetlands.

Policy, Legal and Statutory Implications:

The Tumut Wetlands Committee is an Advisory Committee of Council and Operates under adopted terms of reference.

Council has an obligation under the Work Health and Safety Act 2011 to ensure systems are in place to protect persons conducting a business undertaking, including volunteers.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Issues of Personal Protective Equipment are important to safe work, and this will be given priority to investigate and address any deficiencies within the Standard Operating Procedures.

OPTIONS:

Council may decide not to accept the record of discussion for the committee meeting.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council Officers will discuss advertising on the local radio with the station manager with a mind to an agreement to advertise for some committees which struggle with membership.

The trial of the recording of works completed will be developed and circulated to all registered volunteers undertaking work at the wetlands. Instructions on how to complete the log will be a part of the consultation on this trial.

Attachments

- 1 20180918 - Minutes - Friends of Tumut Wetlands Committee [↓](#)

**MINUTES
FRIENDS OF TUMUT WETLANDS**

TUESDAY, 18 SEPTEMBER, 2018

MEETING COMMENCEMENT: 4:05pm

PRESENT:

Participants:	Present:	Apology:	Absent:
Clr Geoff Pritchard (Delegate)			x
Coordinator Open Space & Facilities - (Andrew Burke)	x		
Ken Stubbs	x		
Sharon Stacy			x
Gary Bilton		x	
Bob Erskine	x		
Athol Price			x
Simon Quinnell	x		

Non Quorum for this meeting. A quorum of the Committee will be half of the appointed voting members present plus one (a simple majority)

DECLARATIONS OF INTEREST AND REPORTABLE POLITICAL DONATIONS:

Nil

COMMITTEE REPORTS:

Friends of Tumut Wetlands Committee - Matters for September 2018 (.)

1. Friends of Tumut Wetlands Committee Membership Forms.

The Committee would like Council to advertise other than in the local paper, Facebook and on the Council website, they would like to have advertising on the radio and look at other ways to advertise for new Committee members and that the advertising be more visible and viable.

2. Create a monthly works program for the Wetlands.

Council has brought forward the request that a monthly work program be provided for those working in the wetlands. The Committee has stated this will not work it is impossible to determine what the volunteers will do in advance they would prefer to have a weekly log and update of what they have done.

3. Supply Personal Protective Equipment and Hi-Vis vest to Volunteers who are using equipment where it is needed.

The Wetlands Committee would like to know when those that are actually working in the Wetlands will be provided the appropriate Personal Protective Equipment so they are compliant with Council Policy and Procedures.

4. Update on the progress of the Tumut Wetlands Brochure.

The Wetland Committee has requested that Andrew Burke follow up on obtaining the quotes for the Wetlands Brochure that Gary Bilton has asked for from Katopra.

**MINUTES
FRIENDS OF TUMUT WETLANDS****TUESDAY, 18 SEPTEMBER, 2018**

GENERAL BUSINESS:

1. Council to update the Janet Mackay Wetlands Plan and this to be part of or become the new 10 year Management plan for the Wetlands.
2. Review the 10 year Management Plan. Ken Stubbs and Andrew Burke to review. To include a 7 year Management Plan for Chilean Needle Grass.
3. The Wetlands to have a Pesticide Management Statement of requirements. That those not on the Wetlands Committee or those working for Snowy Valleys Council have a ground applicators licence.
4. No mowing is to happen with the tractor/slasher on the horse shoe track inside the wetlands.
5. The only chemical that is to be used in the Wetlands is Bio-Active and the Biosecurity Officer to use \$2,000 from the wetlands budget and have Michael Neyland or Steve Bellchambers and the Bunyips to do this spraying.
7. The question was raised if anyone from the Wetlands Committee knew of who started the fire along the river bank that resulted in vegetation being burnt?
8. It has been request to the Committee that no mowing in the former TSR area until December and the Biosecurity Officer to coordinate with Simon Quinnell when this can be mowed.
9. It has been requested to Council that IWD only to work in the Wetlands when the Wetlands Committee directs them to.
10. Andrew Burke to chase up the quote for the Brochure for the Wetlands
11. Bob Erskine wants and update on the progress of the Elm Tree Management plan as the committee was under the impression there was funding allocated for this issue.
12. Ken Stubbs enquired as to Councils plans for extending the walking track from Gocup Road to the Eucalyptus walk.

NEXT MEETING

The next meeting will be held in early 2019

CLOSED:

The meeting closed at 5:20pm.

11. MINUTES OF COMMITTEE MEETINGS**11.2 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE MEETING HELD 10 OCTOBER 2018**

REPORT AUTHOR: YOUTH DEVELOPMENT OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

- 1. Accept the report on the Minutes – Tumut Youth Council Committee from Director Strategy, Community and Development.**
- 2. Adopt the Minutes of the Tumut Youth Council Committee meeting held on Wednesday 10 October 2018.**

BACKGROUND:

The aim of the Tumut Youth Council Committee is to provide a forum for consultation between Council and the youth (12 -25 years) of the local area to achieve:

- Promotion of a positive profile of young people
- Active involvement in increasing the level and variety of entertainment and recreation for young people
- Provision of a forum where young people can express their views and those views will be heard and respected
- Improved two-way communication between young people and the rest of the community

The Tumut Youth Council meets on the first Wednesday of the month at 4:30pm in the Gundagai Room at Council Offices.

Every alternate month the meetings are informal and are held in the Tumut Community Support Centre meeting room on 81 Capper Street starting at 4:00pm

REPORT:

The minutes of the Youth Council Committee held on 08-August-2018 were accepted as being correct and true by Jeremy Hannah and Oscar Thornton

Summary content:**Agenda item 1 - Input into Summer Events:**

Hunter will make contact with SVC Events Officer Evan Saunders to determine if the raft day can run in conjunction with Australia Day Pool Party celebrations.

Mark informed that Cr Andrianna Benjamin, had been asked by the Tumut Chamber of Commerce if Youth Council members would be able to assist at the Christmas street party on 13 December by providing face painting.

Unanimously agreed that Tumut YC would provide face painting at the Christmas street party.

Christmas dinner will be held following the next formal meeting 05/12/2018. Location TBC.

Youth Council to fund and run a "Movie under the stars" night in January.

Agenda item 2 - Common Connections Grant

YDO and Events officer have been discussing with Gotcha 4 Life continuing the work they have been doing in the community and schools.

Possibility of utilising grant funding to get Gus Worland to return to Tumut for another mental health awareness night.

Original grant application included the training of community mentors. Any change to the grant application will need to be approved by the funding body.

Agenda Item 3 - Kiosk proposal project

Unanimous decision made that the planned project to seek funding and approval to have a street kiosk modelled off Tumbarumba's street kiosk was not the direction the Youth Council would take at this point in time.

Discussion around suitable major project that may be able to be conducted in conjunction with Tumbarumba Youth Council was held.

Idea was raised off creating a media platform similar to Snowy Valleys up close, for youth.

Project goal would to highlight the array of natural attractions across SVC, thus promoting youth across the region to be active and explore the greater region.

Unanimously agreed that project would focus on 'hidden Gems' or less known/promoted areas across the region for example blue waterholes and Mannus Lake.

Place would be sourced by engaging with community across the SVC region to provide their favourite place to show people when they visit.

Mark to forward invite to Tumbarumba YC members to join the project at next Tumbarumba Youth Council.

Agenda item 4 - Youth Week main event

Unanimously agreed that Party In The Park would be put on hold next year due to dwindling attendance rates.

New main events options discussed.

Unanimously agreed that the major event for Youth Week 209 will be a Colour Run.

Colour run will be a whole community event, not youth exclusive.

Potential to be ran at the river walk track.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****CSP Outcome 2028**

Theme 1: Towns and Villages

Delivery Outcomes

1.1 Create welcoming towns and villages that are vibrant, accessible and foster a sense of community

Operational Actions

1.1.5 Investigate opportunities for activating places for young people across the region

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Preparation for the Youth Council meeting involves staff time taken to prepare the agenda and report, conduct the meetings and write the minutes. This would be approximately 3-4 hours of staff time depending on the length of the meeting. These meetings are held every month.

Costs and Benefits:

The Tumut Youth Council provides a link for Council and the youth in the local community and also a platform for the young community members to raise matters that concern them that Council may be able to assist with. It allows the two parties to work in partnership to develop and deliver a program of youth recognition activities and for Council to support youth cultural activities and projects.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

In the period since the last Tumut Youth Council meeting held 08 August 2018, no formal Tumut Youth Council community engagement or consultation has taken place.

Planned/upcoming community engagement and/or consultation.

Community engagement to assist with delivering of major project. Refer to agenda item 4. Planning around method of community engagement will be conducted yet to be conducted.

Attachments

- 1 Minutes - Tumut Youth Council Committee Meeting - 10 October 2018 [↓](#)

**MINUTES
YOUTH COUNCIL COMMITTEE**

WEDNESDAY, 10 OCTOBER, 2018

MEETING COMMENCEMENT: 4.30pm

PRESENT:

Participants:	Present:	Apology:	Absent:
Cr Cate Cross		X	
Council Representative – Mark Mazzini	X		
Chairperson –Lori Webb	X		
Vice Chairperson - Oscar Thornton	X		
Treasurer – Lulu Saunders			X
Secretary - Natalie Erbacher			X
Publicity Officer – Jeremy Hannah	X		
Charlie Dodds			X
Daisy James		X	
Jorja Muir		X	
Lachlan McDonald			X
Hunter Boyd	X		
Jeane Van Der Merwe	X		
Hannah Veitch		X	
Joe Post	X		

Council staff in attendance were Mark Mazzini.

APOLOGIES:

YC13. RESOLVED that the apologies from Cr Cate Cross, Daisy James, Jorja Muir, Hannah Veitch and Cr Andrianna Benjamin be received.

Jeremy Hannah / Oscar Thornton

CONFIRMATION OF MINUTES:

YC14. RESOLVED that the minutes of the Youth Council Committee held on 08-August-2018 be accepted as read.

Jeremy Hannah / Oscar Thornton

BUSINESS ARISING FROM MINUTES:

1. Sculpture Grant
 - Mark engaged with artist Aiden Hartshorn. Aiden advised a sporting theme was not something he was passionate about, nor comfortable in delivering.
 - No Youth Council members attended YDO's office as pre-arranged to view, amend and/or approve the grant application prior to submission deadline.
 - Decision was made not to progress with the grant application.
 - Further projects will be planned and the suitable grants funding sought.

COMMITTEE REPORTS:

Youth Matters October and November 2018 (YC1)

1. Input into Summer Events:

**MINUTES
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 10 OCTOBER, 2018**

- Inflatable raft day at Tumut Pool
- Hunter will make contact with SVC Events Officer Evan Saunders to determine if the raft day can run in conjunction with Australia Day Pool Party celebrations
- Mark informed that Cr Andrianna Benjamin, had been asked by the Tumut Chamber of Commerce if Youth Council members would be able to assist at the Christmas street party on 13 December by providing face painting
- Unanimously agreed that Tumut YC would provide face painting at the Christmas street party
- No Halloween party this year
- Idea to hold a combined Youth Council Christmas party was discussed
- Youth Council members made the decision to hold the Tumut YC Christmas party separate to Tumbarumba
- Christmas dinner will be held following the next formal meeting 05/12/2018. Location TBC
- Youth Council to fund and run a "Movie under the stars" night in January
- Preferred location Tumut hockey fields – Availability to be determined
- Date, cost, equipment hire availability need to be determined
- Jeane and Jeremy to organise

2. Common Connections Grant

- Grant was applied for and received under Tumut Youth Council
- YDO and Events officer have been discussing with Gotcha 4 Life continuing the work they have been doing in the community and schools
- Possibility of utilising grant funding to get Gus Worland to return to Tumut for another mental health awareness night
- Original grant application included the training of community mentors. Any change to the grant application will need to be approved by the funding body

3. Kiosk proposal project

- Unanimous decision made that the planned project to seek funding and approval to have a street kiosk modelled off Tumbarumba's street kiosk was not the direction the Youth Council would take at this point in time
- Discussion around suitable major project that may be able to be conducted in conjunction with Tumbarumba Youth Council was held
- Idea was raised off creating a media platform similar to Snowy Valleys up close, for youth
- Project goal would to highlight the array of natural attractions across SVC, thus promoting youth across the region to be active and explore the greater region
- Unanimously agreed that project would focus on 'hidden Gems' or less known/promoted areas across the region for example blue waterholes and Mannus Lake
- Place would be sourced by engaging with community across the SVC region to provide their favourite place to show people when they visit
- Mark to forward invite to Tumbarumba YC members to join the project at next Tumbarumba Youth Council
- Potential for planning group/steering committee amongst both YC's

PAGE 2

**MINUTES
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 10 OCTOBER, 2018**

4. Youth Week main event

- Unanimously agreed that Party In The Park would be put on hold next year due to dwindling attendance rates
- New main events options discussed
- Unanimously agreed that the major event for Youth Week 209 will be a Colour Run
- Colour run will be a whole community event, not youth exclusive
- Potential to be ran at the river walk track

GENERAL BUSINESS:

- Tumut Youth Council BBQ replacement
- Previously been unable to find a large portable BBQ that meets YC requirements
- Windshield required for current BBQ until replacement is sourced

NEXT MEETING

The next meeting will be held in early 2019.

CLOSED:

The meeting closed at 16:43pm.

11. MINUTES OF COMMITTEE MEETINGS**11.3 MINUTES - BATLOW DEVELOPMENT LEAGUE MEETING HELD 3 OCTOBER 2018**

REPORT AUTHOR: GOVERNANCE SUPPORT ASSISTANT
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

RECOMMENDATION:**THAT COUNCIL:**

1. **Accept the report on the Batlow Development League from Director of Internal Services.**
2. **Adopt the Minutes of the Batlow Development League meeting held on 3 October 2018.**

BACKGROUND:

The Batlow Development League committee was established with the objective of providing civic leadership to the Batlow community. To also stimulate the ongoing economic community, social, cultural prosperity of the community of Batlow.

The Batlow Apple Blossom Festival committee and the Batlow Ciderfest committees are sub-committees of the Batlow Development League.

REPORT:

At the October monthly meeting of the Batlow Development League the items of business were conducted:

- Minutes of the Batlow Development League (BDL) Meeting Held on 5th September 2018 be accepted as read.
- Treasurer's report of BDL accounts to 3 October 2018 accepted as tabled.
- Batlow Showground
- Batlow Library Façade
- Donation for Drought relief
- **Refurbished Batlow Literary Institute (BLI) Launch:** T McDonald & D Wilshire suggested SVC be requested to clean toilets for upcoming wedding booking and Launch
- Banner for Literary Institute
- Batlow Literary Institute Refurbishment
- Draft Terms of Reference
- Hides Park Sound Shell
- Batlow Box Promo
- Landcare Planting: This project is now complete
- Multi Purpose Facility in Tumut

AGM to be held 7 November 2018 at 7pm at Batlow RSL.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

4.9.5 Provide support to volunteer groups and section 355 committees to manage risks

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

Nil

Costs and Benefits:

Provides ongoing Economic, Community, Social and Cultural prosperity to Batlow and its environs.

Policy, Legal and Statutory Implications:

Nil.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Planned/upcoming community engagement and/or consultation

Nil.

Attachments

- 1 Minutes - Batlow Development League meeting 3 October 2018 [↓](#)

BATLOW DEVELOPMENT LEAGUE
GENERAL MEETING 3rd October 2018
MEETING COMMENCED: 3.10 pm



PRESENT: K Dawson, R Sweeney, D Killeen (Acting Secretary), T McDonald, R Billing, D Wiltshire, C Agate, M Sedgwick, C Smit, J Walsh.

APOLOGIES: J Wilkinson, M Tomlinson, H Tietze, C Billing.

MINUTES:

It was **RESOLVED** that the Minutes of the **Batlow Development League (BDL)** meeting held on 5th September 2018 be accepted as read.

Moved: K Dawson/Seconded T McDonald/Passed

TREASURER'S REPORT:

It was **RESOLVED** that the Treasurer's Report of the **BDL** accounts to 3rd October 2018 be accepted as tabled.

Moved C Agate/Seconded K Dawson/Passed

CORRESPONDENCE:

- SVC Meeting Business Papers September 2018
- Letter M Christensen SVC Hides Park Sound Shell confirmation
- Email J Wilford inability to attend cocktail party

BUSINESS ARISING

Batlow Showground: M Sedgwick suggested Show Society will sort out power situation as there have been questions about invoicing from the Football Club and the Show Society. BDL offers assistance when needed.

Batlow Library Façade: awaiting SVC Minutes with regards to BDL Recommendation made last meeting.

Donation for Drought Relief: Unpaid as yet -C Agate to follow up.

GENERAL BUSINESS

Refurbished Batlow Literary Institute (BLI) Launch:

- Welcome to Country – R Billing asked Kevin Stokes who was honoured, official invitation with complimentary ticket to be sent by Secretary.
- T McDonald & D Wiltshire suggested SVC be requested to clean toilets for upcoming wedding booking and Launch.
- Dr J McGirr MP has accepted invitation
- Two SVC Councillors and Mayor have accepted invitation – possibly not getting through to other Councillors.
- R Billing suggested David Eisenhower be approached to Emcee
- IGA account for catering has not been opened yet – C Agate to action
- St Mary's students will give short performance, R Sweeney & M Tomlinson to coordinate

- BDL will have Special Meeting on Wednesday 24th October at 7 pm at RSL to finalise event
- D Killeen will set up the Busking Stall at IGA on 27th October from 9 – 12am. C Agate will organise cash float. R Billing, D Killeen & R Sweeney will staff.
- To increase bookings – D Eisenhower will promote on radio, more posters will be put up around town, a media release to be made two weeks prior to event, there will be ticket sales at Apple Blossom Festival and social media campaign will use ‘bang for buck’ images.
- R Billing has submitted the Liquor License application
- R Sweeney raised APRA royalty obligations for BDL.

Banner for Literary Institute: ADMAC Signs (Adam McDonald 0269479933) Vista Print

76x244	\$79.99
76x305	91.99
76x366	99.00
Less 20%	

D Killeen will send image ideas to M Tomlinson.

Batlow Literary Institute Refurbishment: K Dawson advised the kitchen is complete, and suggested that dishwasher attachments be purchased for chemicals. The 1st grant is almost spent, and the 2nd grant should materialise soon.

R Sweeney discussed IKEA plinths & cube storage, to be reimbursed for cost from 2nd grant.

Draft Terms of Reference: A Dodds SVC requested that application for Committee Members forms be completed before our TOR is presented to SVC. M Tomlinson has sent completed forms.

Hides Park Sound Shell: M Christensen SVC Director Assets and Infrastructure replied to BDL’s request to use the \$68,321 remaining from Tumut Council’s \$100,000 allocation for the development of Hides Park to have plans drawn up and progress a sound shell for the park. M Christensen’s most recent letter was favourable and a reversal of previous correspondence. C Smit suggested searching for a company already building. M Tomlinson’s proposed recommendation was not actioned.

Batlow Box Promo: Work in progress.

Landcare Planting: this project has been completed.

Multi-Purpose Facility in Tumut:

RECOMMENDATION: That BDL does not support SVC’s decision to proceed with the proposed multipurpose facility due to reported ongoing budget deficit for the facility and the disadvantage it will cause to ratepayers within the region. **Moved C Agate/Seconded K Dawson/Passed.**

BDL AGM: To be held next meeting on 7th November at RSL at 7 pm. M Tomlinson to advertise on radio, T&A Times and BDL noticeboard.

Meeting Times: Moved to 7 pm, proposed by K Dawson & seconded by T McDonald.

Meeting Closed at 5.25 pm.

Next Meeting Wednesday November 7th at 7 pm in Batlow RSL

11. MINUTES OF COMMITTEE MEETINGS**11.4 MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE - SEPTEMBER 2018**

REPORT AUTHOR: EVENTS OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

1. **Accept the report on the Festival of the Falling Leaf Committee from Director Strategy, Community and Place.**
2. **Adopt the Minutes of the Festival of the Falling Leaf meeting held on 4 September 2018.**

BACKGROUND:

The Festival of the Falling Leaf committee held their latest meeting on the 4th of September at the Tumut River Brewery. The event in 2018 included a street parade, gala day at Bila Park and a fireworks display at the Tumut Bull Paddock. The committee wishes to continue with this same model as achieved in 2018.

The committee has gained some new members for the planning of the 2019 festival which is scheduled to be held on Saturday the 27th of April.

REPORT:

The September meeting discussed various topics including:

- Unanimous vote was taken for the festival to proceed in 2019
- Investing in a new PA that can be utilised for future street parades and other Wynyard Street based community events
- Producing save the date material for promotion for next year's event
- New Signatories for FOFL bank account
- Development of new web page to distribute info to stallholders and advertise main entertainment and activities for the event
- The treasurer has re sent through outstanding invoice to Coles to honour the sponsorship arrangement made to the committee
- The changes to the terms of reference changes were adopted by the committee

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****CSP Outcome 2028**

Theme 1: Towns and Villages

Delivery Outcomes

1.4 Expand, support and encourage arts and cultural events, activities and creative opportunities

Operational Actions

1.5.2 Provide event support to community and tourism events

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

The Festival of the Falling Leaf is celebrated annually in the last weekend of April. The committee secretary records the minutes at meetings and forwards them to Council community and cultural development staff members following the monthly meetings. The financial report was forwarded to the finance team by the committee chair and a copy is attached to this report.

Council events officer provides support through liaising with works and parks and other relevant staff regarding any road closures and other services such as rubbish removal and park maintenance required for the festival events. Other support and resources provided by Council includes printing of promotional material, updating of Council managed website for the festival and event resources in the form of council assets including tables, marquees, event signage, high visibility temporary fencing and uhf radios.

Costs and Benefits:

Benefits of the festival include but are not limited to: socialisation, community engagement opportunities, boost to the local economy, supporting local businesses, increasing a range of free community activities, continuing a local festival tradition, bringing community groups together and encouraging residents and committees in volunteering.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Festival of the Falling Leaf committee meets to develop action plans for specific areas of the festival including children's entertainment, sponsorship, food and general stallholder bookings, parade coordination, gala day entertainment, fireworks arrangements and liaising with local schools regarding student participation.

Attachments

1 20180912 - Minutes - Festival of the Falling Leaf - 4 Sept 2018 [↓](#)

**Tumut's Festival of the Falling Leaf
General Meeting
Tuesday 4 September
MINUTES**

Meeting Commencement: 5.35pm

Present: Amanda Withers, Holly Anderson, Amanda Hobson (dep 6.35pm) Tracey Jones,
Peter Jones, Lyndal Cass, Rod Blundell, Jackie Sherriff

Council Representative: Evan Saunders (arr 6.15pm)

Apologies: Narissa Watts, Alicia Welsh, Sam Phillips, Andrianna Benjamin

Declaration of Interest:

Save the Date Flyer – Saturday 27 April 2019

- A digital and paper flyer will be sent out to various information centres
- Jackie/Evan to prepare flyer include Date, Street Parade, Gala Day and Fireworks
- To be up on website ASAP by Andrianna as Minor League want to schedule home game around FOFL
- Jackie to place Save the date in the Tumut and Adelong Times

New Signatures for Bank Account

- Currently held by Lyndal Cass, Andrew James (to be removed) and Doug Martin (to be removed)
- Signing rights replaced with Rod Blundell (Chairman), Jackie Sherriff (Secretary) and remaining Lyndal Cass (Treasurer)
- Two will have to sign conjointly for any transaction 1st Tracey 2nd Holly

Contribution to the Community

- Discussed and agreed that a PA System for Tumut's CBD would be beneficial and utilised at various times of the year 1st Holly 2nd Tracey
- Rod thought that Scott Day was doing a current quote for Sounds of the Mountains and that FOFL could contribute/fund that investment – factors depending cost, profits, ownership
- To be considered who would take on the maintenance of this equipment – possibilities include SV Council, Sounds of the Mountains or Montreal Theatre. Rod will make enquiries

FOFL Website

- Andrianna is still needing access to update current website
- New website urgently needed and old links disabled
- Cost of new website to be discussed with Mirriam SV Council
- Holly suggested a WIX web page company as an alternative or intermediate option, approx. cost \$125 or free version may be sufficient
- Old links Holly volunteered to remove – thank you

Current Access

- PO Box keys are held by Jackie (Secretary)
- Facebook and website to be managed by Andrianna (Publicity Officer)
- Gmail account managed by Andrianna (Publicity Officer) and Amanda Hobson (Sponsorship)

- NOTE: Stallholder information will be sent to this email also

POD Budgets

- Could all PODs please have an approx budget in place before next meeting
- Last year's budget came to approx. total \$17,000
- Parade no budget needed providing Council put barriers in place
- If needing guidelines please contact Lyndal

Check List

- Traffic Plan - Rod
- Book Bila Park/Bull Paddock – Jackie
- Risk Assessment – Jackie
- Fireworks Risk Assessment is provide by Fireworks Australia (please double check) – Narissa/Alicia
- Security 6pm-6am – Rod
- First Aid – Quote from St Johns Wagga – Rod
- Toilet Truck, tables and chairs

Fundraising

- Amanda was thinking of a State of Origin package for a raffle prize
- Any other raffle or fund raising ideas could you please pass onto Amanda

Correspondence: Bank Statements

Tax Invoice Walker Accountants INV6177

Tumut and Adelong Times INV302/648

Business Arising from Previous Meeting:

Terms of Reference

- Draft copy read and approved 1st Jackie 2nd Tracey

Festival of the Falling Leaf

- Vote taken for the festival to go ahead 8-0 in favour
- Tracy moved that the Street Parade run down Wynyard St and the Gala Day to be held in Bila Park Voted 7-0 in favour
- Saturday 27th April 2019

Stallholder Position

- Was still unfilled but will be picked up by Jackie and co assisted by Rod

Treasurer's Report: Income: GST refund \$600.00

Expenses: Accountant \$1445.93

Tumut and Adelong Times \$61.60

Coles Sponsorship still owing \$10,000.00 no comment made to date - Lyndal will resend invoice

Next Meeting: Tuesday 9 October 2018

5.30pm

The Brewery

Meeting Closed: 6.50pm

12. CONFIDENTIAL

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 Confidential to consider the matters listed in the confidential section of the agenda in accordance with Section 10(2) of the Local Government Act 1993 for the reasons specified.

12.1 RFT 2018/06 RIVERINA HIGHLANDS BUILDING
REFURBISHMENT

Item 12.1 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

12.2 TUMUT CARPARKING PROPOSAL

Item 12.2 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.