



**Appendix 1:
Statutory
Reporting
2018-2019**

Overview

Snowy Valleys Council's general reporting requirements are set out in section 428 of the Local Government Act 1993 (the Local Government Act) and the Local Government (General) Regulation 2005 (Part 9, Division 7) (the Regulation). Copies of the Act and Regulation can be accessed from www.legislation.nsw.gov.au.

This section also meets Council's reporting requirements under the Companion Animals Act 1998 and Companion Animals Regulation 2008 and the Environmental Planning and Assessment Act 1979.

Rates and Charges Written Off

Local Government (General) Regulation 2005- Clause 132

| Rates and Charges Written Off | |
|---|--------------------|
| Category | Amount |
| General Fund Rates & Charges | Nil |
| Water Charges & Interest | \$22,146.03 |
| Sewer Charges & Interest | \$8,798.86 |
| Total | \$30,944.89 |
| * Council receives a subsidy equivalent to 55 per cent of the amount of Pension Rebates. | |

Overseas Visits

Local Government Act 1993 – Section 428(4)(b), Local Government (General) Regulation 2005 – Clause 217(1)(a)

The Act and Regulation require Council to report on overseas visits undertaken by Councillors, Council staff or other persons representing Council during the reporting period.

Council did not have any overseas visits.

Councillor Expenses and Provision of Facilities

Local Government (General) Regulation 2005 – Clause 217(1)(a1)

Council's Payment of Expenses and Provision of Facilities Policy allows for the payment of expenses incurred by, and the provision of facilities to, Councillors in relation to their roles as elected representatives and members of the governing body of Council.

The total amount of fees received by the elected Councillors was \$123,333.33

| Councillor Expenses and Provision of Facilities | |
|---|---------------------|
| Category | Amount |
| Office Equipment | \$0 |
| Telephone Calls/Communication | \$0 |
| Conference, Seminar and training courses | \$67,551.04 |
| Interstate Visits | \$0 |
| Overseas Visits | \$0 |
| Spouse Expenses | \$0 |
| Carer Expenses | \$0 |
| Other (includes catering, memberships, printing, travel reimbursement.) | \$44,245.38 |
| Total | \$111,796.42 |

Contracts

Local Government (General) Regulation 2005 – Clause 217(1)(a2)

Council is required to disclose the details of each contract awarded for amounts greater than \$150,000, including the name of the contractor, the nature of goods or services supplied, and the total amount payable under the contract. The following major contracts for works and services that were awarded during the reporting period are detailed below.

| Contracts | | |
|---|---|----------------|
| Contractor Name | Contract Description | Contract Value |
| Adaptive Interiors | Riverina Highlands Building refurbishment | \$518,063 |
| Excel Turf Pty Ltd | Bull Paddock and Tumbarumba Sports field resurfacing, irrigation and drainage | \$598,000 |
| Insituform Pty Ltd | Sewer main relining Tumut, Tumbarumba and Khancoban | \$182,396 |
| Container Build Group and Moxom Brothers Building Contractors | Tumbarumba Caravan Park Camp Kitchens | \$224,800 |
| Specialise Geo Pty Ltd | Alpine Way Slope remediation | \$778,910 |
| Common Ground Trails Pty Ltd | Design and Construction of Tumut bike Pump Track | \$270,000 |
| Excel Turf Pty Ltd | Tumbarumba Showground resurfacing, irrigation and drainage | \$450,000 |

Mayor and Councillor Professional Development

Local Government (General) Regulation 2005 Clause 2171 A4

Across 2018-19 the Councillors completed the following training:

Service Level Review

Company Directors Course

Women in Local Government Forum

Energy and Innovation Conference (REROC)

Regions Rising 2019 Conference

Strategic Planning

Local Government NSW Annual Conference

Country Mayor Association AGM

Snowy Region Construction and Development Conference

Mayors weekend seminar

Legal Proceedings

Local Government (General) Regulation 2005 – Clause 217(1)(a3)

Council is required to provide a summary of the amounts incurred in relation to legal proceedings, including amounts, costs and expenses paid or received, and a summary of the state of progress of each legal proceeding.

A total of \$110,215.51 was incurred for legal fees during the 2018-19 financial year.

| Legal Proceedings | |
|-------------------|---------------------|
| Category | Amount |
| General | \$29,772.61 |
| Debt Collection | \$41,520.82 |
| Real Estate | \$38,922.08 |
| Total | \$110,215.51 |

Subsidised Private Works

Local Government (General) Regulation 2005 – Clause 217(1)(a4)

In 2018-19, Council conducted works on private land with regard to garbage collection, grading of driveways, sealing of driveways, slashing, mowing, tree planting, tree removal, weed spraying, industrial road sweeping and pothole repairs.

All private works carried out were in accordance with Councils 2018-19 Fees and Charges Schedule.

Council did not wholly or partially subsidise any of the works.

Financial Assistance to Others

Local Government (General) Regulation 2005 – Clause 217(1)(a5)

During 2018-19, Council made a total of \$65,528.80 in assistance, contributions and donations.

| Financial Assistance to Others | |
|---------------------------------|--------------------|
| Category | Amount |
| Gifts & Donations - Rates/Water | \$1,830.78 |
| Reimbursement Rates/Water | \$15,887.12 |
| Scholarship | \$9,545.45 |
| Donations - Schools | \$1,365.45 |
| Sponsorship - Riding Disabled | \$500.00 |
| Sponsorship - Basketball | \$300.00 |
| Sponsorship - Kokoda | \$2,500.00 |
| Tumbafest | \$8,000.00 |
| Nursery (Water Usage) | \$4,520.00 |
| Service Clubs | \$1,080.00 |
| Community Grants | \$20,000.00 |
| Total | \$65,528.80 |

Delegated External Bodies

Local Government (General) Regulation 2005 - Clause 217(1)(a6)

Listed on Page 70 of Annual Report.

Controlling Interest in Companies

Local Government (General) Regulation 2005 - Clause 217(1)(a7)

Snowy Valleys Council does not currently have a controlling interest in any companies, but is a shareholder in the Southern Phone company.

Participation in Corporations, Partnerships, Joint Ventures or Other Bodies

Local Government (General) Regulation 2005 – Clause 217(1)(a8)

During 2018/2019, Council has membership in the following organisations:

- Riverina Regional Library Service - Snowy Valleys Council has a joint library arrangement with the Riverina Regional Library Service, whereby the service undertakes to provide library services to the residents of the Snowy Valleys Council area. This service is provided by static libraries located in the townships of Adelong, Batlow, Talbingo, Tumbarumba and Tumut, and mobile library services in Khancoban, Jingellic, Rosewood and Tooma.
- Statewide Municipal Liability Scheme - This Scheme provides for pooling of Council's Public Liability and Professional Indemnity, Insurance and property premiums, together with those premiums payable by other Councils who have elected to participate. The Scheme deals with all Public Liability and Professional Indemnity and Property Claims received by Councils in the Scheme, and settlements, where appropriate up to a predetermined limit, are made from the pool of funds. Claims in excess of this limit are covered through re-insurance arrangements with insurance companies.
- Office of Environment and Heritage - Snowy Valleys Council is a partner with the Department of Environment and Conservation for the provision of the Tumut Region Visitor Information Centre. Council makes a contribution toward operations. The Centre is responsible to a joint Committee of Management.

- South West Waste Management Group - The South West Waste Management Group is a special multi-Council Committee established under Section 355 of the Local Government Act 1993.
- StateCover - Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity. StateCover is a company providing workers compensation insurance cover to the NSW Local Government industry and specifically Council.

Equal Employment Opportunity Management Plan

Local Government (General) Regulation 2005 - Clause 217(1)(a9)

Snowy Valleys Council is an equal opportunity employer. We value diversity and are committed to ensuring prospective and current employees of Council are treated on the basis of their true abilities and merit whilst ensuring a safe work environment free of discrimination, harassment and bullying.

During the last twelve months Council has been continuing to work through the process of implementing systems, policies and procedures incorporating Equal Employment Opportunity principles into Council systems, processes and decisions. Council's values of Respect, Safety and Integrity reinforce EEO principles and are built into on-boarding and recruitment processes to not only ensure equal opportunity within the process but to also recruit new employees who align with these values.

Our vision is that EEO principles will be intrinsic to the culture of our organisation and the way we work on a day to day basis and that the initiatives to enhance EEO are strongly linked to other related initiatives including Council's Disability Inclusion Action Plan.

Disability Inclusion Action Plan

Disability Inclusion Act 2014 – Clause 13(1)

The 2018-2019 financial year saw substantial progress with 20 out of 36 actions of the Disability Inclusion Action Plan commenced or completed. Much of this progress can be attributed to the Disability Inclusion Access Reference Group who have provided advice and support.

In addition, the progress of these actions has identified other issues for people with disability in the Snowy Valleys Council Local Government area, which the Disability Inclusion Access Reference Group have been working to address through Council.

As the program matures, and partners establish themselves in their roles and delivery capability, we expect to see further growth in the support provided through the disability Inclusion Action Plan.

General Manager and Senior Staff Remuneration

Local Government (General) Regulation 2005 - Clause 217(1)(b-c)(i-v)

| Senior Staff Salaries | |
|---|-------------|
| Category | Amount |
| Number of senior staff positions, including General Manager | 4 |
| General Manager's salary and superannuation | \$292,475 |
| Other Executive Staff Remuneration and superannuation | \$568,875 |
| Total amount of any bonus payments, performance or other payments that do not form part of the salary component | \$0 |
| Total employer's contribution to superannuation (salary sacrifice or employer's contribution) | \$72,247.98 |
| Total value non-cash benefits | \$0 |
| Total fringe benefits tax for non-cash benefits | \$14,248.94 |
| Overseas visits by staff | Nil |

Stormwater Management Services

Local Government (General) Regulation 2005 - Clause 217(1)(e)

| Stormwater Management Services | |
|--|--------------------|
| Stormwater drainage description | Expenditure |
| Forest/Banksia Intersection – Drainage | \$44,126.64 |
| King Street (Bridge and Selwyn) – Drainage | \$29,275.82 |
| Kent Street Stormwater | \$22,173.99 |
| Total | \$95,576.45 |

Coastal Protection Services

Local Government (General) Regulation 2005 – Clause 217(1)(e1)

Council does not apply an annual charge for coastal protection services.

Planning Agreements

Environmental Planning and Assessment Act 1979 – Section 93G(5)

Council did not have any planning agreements in place during the reporting period.

Environmental Upgrade Agreements

Local Government Act 1993 – Clause 54D and 54P(1)

Council did not enter into any environmental upgrade agreements.

Services to Carers

Carers Recognition Act 2010 (CR Act), s 8(2)

Council is not considered to be a 'human service agency' under the CR Act.

Companion Animal Management

Local Government (General) Regulation 2005 – Clause 217(1)(f)

This statement requires Council to report its activities in enforcing and ensuring compliance with the Companion Animals Act 1998 and Companion Animals Regulation 2008.

| INFRINGEMENT NOTICES | 2016/17 | 2017/18 | 2018/19 |
|----------------------|-----------------|-----------------|-----------------|
| Companion Animals | 131 | 90 | 150 |
| Parking | 11 | 5 | 1 |
| Other | 5 | 1 | 43 |
| Value of PINS | \$50,114 | \$36,090 | \$94,835 |

| DOGS | 2016/17 | 2017/18 | 2018/19 |
|--|---------|---------|---------|
| Dogs impounded | 193 | 93 | 98 |
| Dogs in deposit box | 137 | 94 | 160 |
| Released to Owner | 49 | 62 | 75 |
| Dogs found on street & returned to owner | 19 | 109 | 47 |
| Dogs released to Rescue | 168 | 119 | 172 |
| Euthanised | 31 | 8 | 5 |
| Euthanasia Percentage | 8.88% | 2.7% | 4.5% |
| Escaped | 0 | 0 | 0 |
| DOG ATTACKS | 2016/17 | 2017/18 | 2018/19 |
| Reported | 74 | 59 | 38 |
| CATS | 2016/17 | 2017/18 | 2018/19 |
| Cats impounded | 253 | 54 | 23 |
| Cats in deposit box | 228 | 228 | 134 |
| Cats found on street & returned to owner | 14 | 11 | 6 |
| Feral | 242 | 71 | 17 |
| Cats released to Rescue | 148 | 200 | 129 |
| Euthanised | 317 | 71 | 17 |
| Euthanasia Percentage | 65.9% | 25.2% | 11.03% |
| Escaped | 1 | 0 | 0 |
| STRAY STOCK | 2016/17 | 2017/18 | 2018/19 |
| During working hours | 57 | 43 | 128 |
| After Hours | 39 | 40 | 101 |

Inspections of Private Swimming Pools

Swimming Pools Regulation 2018 - Clause 23

The number of swimming pools inspected over the 2018/19 financial year were:

Number of non-compliant pool certificates - 7

Number of compliant pool certificates - 7

Number of tourist and visitor accommodation – 1

| Inspections of Private Swimming Pools | |
|--|--------|
| Type | Number |
| Inspections of tourist and visitor accommodation | 0 |
| Inspections of premises with more than 2 dwellings | 0 |
| Inspections that resulted in issuance a certificate of compliance under section 22D of the Act: 28 (This figure includes the inspections of tourist and visitor accommodation) | 38 |
| Inspections that resulted in issuance a certificate of non-compliance under clause 18BA of the Regulation | 4 |

Special Variations

Local Government Act 1993 – Section 508a

2018-19 was the Fourteenth year of Council's Special Rate Variation commitments. The following projects were completed during the financial year. These projects were chosen to minimise public risk and catch up on priority works previously unfunded.

| Special Variations | |
|---|--------------------|
| Job descriptions | Expenditure |
| Kerb and Gutter Boggamilla Rd | \$5,070.83 |
| Roads Brungle Creek Tasma St Ware St Neill St reconstruction | \$65,875.18 |
| Parks Stockwell Gardens and Golden Gully Park Improvements | \$17,247.50 |
| Total | \$89,193.51 |

Government Information (Public Access) Act

Government Information (Public Access) Act 2009, s 125(1) Government Information (Public Access) Regulation 2018, cl 8, Schedule 2

Clause 7A: Details of the review carried out by the agency under section 7(3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review

Schedule 2: Statistical Information about Access Applications

Statistical Information about GIPA Act access applications is outlined in the tables below:

| Table A: Number of applications by type of application and outcome* | | | | | | | | | | |
|---|------------------------|------------------------|------------------------|----------------------|-------------------------------|---------------------------------|---|-----------------------|-------|---------|
| | Access granted in full | Access granted in part | Access refused in full | Information not held | Information already available | Refuse to deal with application | Refuse to confirm/ deny whether information is held | Application withdrawn | Total | % Total |
| Media | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Members of Parliament | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Private sector business | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 30% |
| Members of the public (application by legal representative) | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 35% |
| Members of the public (other) | 5 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 6 | 35% |
| Total | 16 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 17 | 100% |
| % Total | 94% | 0% | 6% | 0% | 0% | 0% | 0% | 0% | | |

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

| Table B: Number of applications by type of application and outcome | | | | | | | | | | |
|---|------------------------|------------------------|------------------------|----------------------|-------------------------------|---------------------------------|---|-----------------------|-------|---------|
| | Access granted in full | Access granted in part | Access refused in full | Information not held | Information already available | Refuse to deal with application | Refuse to confirm/ deny whether information is held | Application withdrawn | Total | % Total |
| Personal information applications* | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Access applications (other than personal information applications) | 15 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 16 | 94% |
| Access applications that are partly personal information applications and partly other | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 6% |
| Total | 16 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 17 | |
| % of Total | 94% | 0% | 6% | 0% | 0% | 0% | 0% | 0% | | |
| * A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual). | | | | | | | | | | |

| Table C: Invalid applications | |
|---|------------------------|
| Reason for Invalidity | Number of Applications |
| Application does not comply with formal requirements (section 41 of the Act) | 0 |
| Application is for excluded information of the agency (section 43 of the Act) | 0 |
| Application contravenes restraint order (section 110 of the Act) | 0 |
| Total number of invalid applications received | 0 |
| Invalid applications that subsequently became valid applications | 0 |

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act

| | Number of times consideration used |
|---|---|
| Overriding secrecy laws | 0 |
| Cabinet information | 0 |
| Executive Council information | 0 |
| Contempt | 0 |
| Legal professional privilege | 0 |
| Excluded information | 0 |
| Documents affecting law enforcement and public safety | 0 |
| Transport safety | 0 |
| Adoption | 0 |
| Care and protection of children | 0 |
| Ministerial code of conduct | 0 |
| Aboriginal and environmental heritage | 0 |
| * More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is recorded (but only once per application). This also applies in relation to Table N. | |

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act

| | Number of times consideration used |
|--|---|
| Responsible and effective government | 0 |
| Law enforcement and security | 0 |
| Individual rights, judicial processes and natural justice | 0 |
| Business interests of agencies and other persons | 2 |
| Environmental, culture, economy and general matters | 0 |
| Secrecy provisions | 0 |
| Exempt documents under interstate Freedom of Information legislation | 0 |
| Total | 2 |

| Table F: Timeliness | | |
|--|-----------------|------------|
| | Decision varied | % of Total |
| Decided within the statutory timeframe (20 days plus any extensions) | 15 | 100% |
| Decided after 35 days (by agreement with the applicant) | 0 | 0% |
| Not decided within timeframe (deemed refusal) | 0 | 0% |
| Total | 15 | 0 |

| Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome) | | | |
|--|-----------------|-----------------|-------|
| | Decision varied | Decision upheld | Total |
| Internal review | 0 | 0 | 0 |
| Review by Information Commissioner* | 0 | 0 | 0 |
| Internal review following recommendation under section 93 of Act | 0 | 0 | 0 |
| Review by NCAT | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

| | Number of applications for review |
|--|-----------------------------------|
| Applications by access applicants | 0 |
| Applications by persons to whom information the subject of access applications relates (see section 54 of the Act) | 0 |
| Total | 0 |

Table I: Applications transferred to other agencies

| | Number of applications transferred |
|-------------------------------|------------------------------------|
| Agency-Initiated Transfers | 0 |
| Applicant-Initiated Transfers | 0 |
| Total | 0 |

Public Interest Disclosures Act

Statistical Information on Public Interest Disclosures

Public Interest Disclosures Regulation 2011 cl 4(2) (a)-(c)

The Protected Disclosures Act 1994 provides protection for people who come forward with information about the following serious matters concerning the way agencies operate:

- Corrupt conduct
- Maladministration
- Serious and substantial waste of public money.

For more information on the Protected Disclosures Act 1994, visit the NSW Ombudsman's website: www.ombo.nsw.gov.au/complaints/protectdisclosure.

There were no disclosures made during the 2018/2019 year as per report submitted to the Ombudsman on 30 July 2019.

| Statistical Information on Public Interest Disclosures | |
|--|----------|
| July 2018 - June 2019 | |
| Number of public officials who made PIDs | 3 |
| Total number of PIDs received by Snowy Valleys Council | 1 |
| Of the total received, the number in each of the following categories: | |
| • Corrupt conduct | 3 |
| • Maladministration | 0 |
| • Serious and substantial waste | 0 |
| • Government intervention contravention | 0 |
| • Local government pecuniary interest contravention | 0 |
| Number of PIDs finalised in this reporting period | 0 |

Council has an internal reporting policy.



**Appendix 2:
Audited Financial
Statements
2018-2019**