

**THE MINUTES OF THE ABORIGINAL LIAISON COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS 76 CAPPER STREET TUMUT, ON WEDNESDAY 19 FEBRUARY 2020**

**COMMENCING AT** 10:05am

**PRESENT:** Sue Bulger – Elder (Chairperson), Shirley Marlowe – Community Transport (Deputy Chairperson), Meegan Cameron, Mary Greenhalgh – Brungle/Tumut LALC, Sonia Piper – Elder, Rhonda Casey – Director of TKNIC, John Casey - Director of TKNIC, Lorna Casey - Director of TKNIC, Sandra Casey - Director of TKNIC.

**IN ATTENDANCE:** Mark Mazzini – Community Development Officer (Council Delegate)

**BY TELEPHONE:**

**OBSERVER:**

**1. APOLOGIES**

**AL.01 RESOLVED** that the apologies from Coral Bulger, Bernadette Radford, Craig Wilesmith be received

Sue Bulger / Rhonda Casey

**2. MINUTES OF PREVIOUS MEETINGS**

**AL10. RESOLVED** that the minutes of the Aboriginal Liaison Committee held on **16-October-2019** be accepted as read.

John Casey / Meegan Cameron

**3 BUSINESS ARISING**

Correction of name made to last minutes. Incorrect name provided for OEH Aboriginal Liaison Officer Ray Baker, corrected to Roy Barker.

**4. AGENDA ITEMS**

**4.1 ABORIGINAL LIAISON COMMITTEE UPDATE - FEBRUARY 2020**

**NAIDOC week**

SVC Events Officer discussed two current grants available and one upcoming

NAIDOC Grant:

NAIDOC Grant funding is provided by Aboriginal Affairs NSW to support activities and events in NSW held during NAIDOC Week (5 to 12 July 2020) that celebrate Aboriginal and Torres Strait Islander history, culture and achievements.

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The theme for NAIDOC Week in 2020 is Always Was, Always Will Be recognising that First Nations people have occupied and cared for this continent for over 65,000 years. More information on the theme is available at <https://www.naidoc.org.au/>. Applicants can apply for grants between \$500 to \$1,000, or up to \$3,000 for larger events. Aboriginal Affairs NSW has allocated \$200,000 for NAIDOC Grant funding in 2020. Events and activities must be held between 1 July 2020 and 30 November 2020. Applications open 9am Monday 17 February 2020. Applications close 5pm Friday 24 April 2020. Applications are to be completed online at <https://aboriginalaffairs.smartygrants.com.au/>. Evan advised applicants should read the Guidelines before starting the application. Evan informed that he was available to assist with grant applications and the application process, however, won't be writing full grant applications for people.

- **Visy Tumut Region Recovery Fund Grant:**  
Opens 25 January 2020 – closes 5pm AEDT 28 February.  
The Fund has a budget of \$1million and will provide grants to support the recovery of communities in the Snowy Valleys Council region affected by the 2019/20 bushfires. The Pratt Foundation has partnered with FRRR to support the delivery of the Visy Tumut Region Recovery Fund.  
Through the provision of grants the aim of this program is to address a range of needs including but not limited to:
  - Mental health and wellbeing;
  - Environmental and wildlife recovery and rehabilitation;
  - Strengthening social connectedness and reducing social isolation;
  - Culturally appropriate activities and resources for impacted communities;
  - Community infrastructure and equipment that strengthens volunteer community groups and their activities;
  - Community-based therapeutic programs and activities such as arts, theatre, gardening, community dinners, or informal mentoring and peer support groups, which engage vulnerable and at-risk members of the community.
 Projects that foster local partnerships that help to strengthen grassroots support are encouraged.
  
- **Bushfire Recovery Event Program**  
This funding has not yet been finalized but is expected to be formally announced in the upcoming weeks.  
Tier 1 – Major Events  
Tier 2 – Community Events  
Tier 3 – Business Events  
  
Funding is expected to be limited to \$25,000 (+GST) per event; there is no lower limit to the funding available.  
Once finalized Mark and Evan will hold information sessions regarding the funding and guidelines.  
Information sessions likely to be held in Tumbarumba, Tumut, Batlow, Adelong and Khancoban.  
Possibility of holding an informal session in Brungle was discussed.
  
- Evan discussed NAIDOC support for 2020 and informed that as per normal SVC will host a flag raising ceremony as Council's formal event.
- Evan encouraged committee members to think early about what NAIDOC events they are wanting to run and to be concise in what support they may need from Council to do so.
- Mark spoke about growing NAIDOC week across the region

## Reconciliation Action Plan

Minutes of the Meeting of the Aboriginal Liaison Committee held in the Council Chambers 76 Capper Street Tumut on Wednesday 19 February 2020

- Mark informed the committee that the first Rap Working Group meeting was held on 11/02/2020.
- RAP is planned to be submitted to Reconciliation Australia by end of June 2020.
- Mark informed that Council had made the decision that the Rap Working Group would consist only of Council staff and then presented back to the ALC for consultation prior to submission.

#### **Impact of fires on local Aboriginal communities**

- Blaze Aid contacted Sue regarding Aboriginal community members that may require assistance.
- John thanked Sue and Blaze Aid for organising food parcels for Tumbarumba Aboriginal community members.
- Concerns raised around the large amount of significant sites damaged and/or destroyed.
- Some sites and been revealed in result of the fire.
- National Parks are meeting in Queanbeyan to discuss impact of the fires and provide update on what has been lost.

#### **SVC Road Naming Policy**

- The committee looked through current approved names/terms and made the following amendments:
  - Ngunnawal to be removed as the local area is not Ngunnawal Country
  - Walgalu to be corrected to Wolgalu
  - Budoo Fred to be corrected to Buboo Fred
  - Ngarigo to be added
  - Serpentine to be corrected to Serpentine
- Rhonda raised that TKNIC is making a separate submission around the names appropriate to Tumbarumba area.
- Mark invited those names to be discussed at this meeting. Rhonda advised her paperwork that contains all the recommendations was not with her and feels it would be more appropriate to submit all the naming recommendations in one document.
- Mark acknowledged that Rhonda and TKNIC were more than welcome to submit their names external to the committee as part of the wider community consultation, however, under our MOU any names received by council that relate to Aboriginal tribes, names or language would have to be brought to the Aboriginal Liaison Committee for consultation.
- Mark continued to inform even if names are recommended by an Aboriginal community member or Corporation, this does not change SVC's process/policy and SVC is still required to bring the recommended names back to the Aboriginal Liaison Committee for review.
- The committee discussed that they do not believe that they should vote on names etc to be included in the naming pool.
- They expressed that all names raised should automatically go into the pool and brought back to the committee when a road is being named to determine if the name is appropriate to the Country that it is upon.
- Committee members raised the following names relevant to the Tumut/Brungle area to be included in the naming pool:
  - Freeman
  - Williams
  - Phillips
  - Bulger
- Committee members raised the following names relevant to the Tumbarumba area to be included in the naming pool:

Minutes of the Meeting of the Aboriginal Liaison Committee held in the Council Chambers 76 Capper Street Tumut on Wednesday 19 February 2020

- Casey
- Old Diamond
- Cyb
- Wilkie

### **RECOMMENDATION 1**

**That Council consult with the Aboriginal Liaison Committee prior to naming a road after an Aboriginal tribe or name, to ensure it is appropriate to Country**

Sandra Casey / Sonia Piper

## **5 GENERAL BUSINESS**

- Discussion held around Brungle street drains need cleaning.
- One of the Brungle light poles damaged in last storm.
- John raised that the car stoppers in Tumbarumba need painting as people are tripping on them.
- John raised Camden Park Rd needs sealing. Mark advised to contact SVC admin and advise of the concern. They will then log a CRM.
- The committee discussed the need for Banksia park to be upgraded as it only has one seat and minimal equipment. An upgrade may instil community pride in the park
- The committee discussed the need for better general upkeep of Brungle cemetery and that the lawns should be assessed and mowed if necessary before a funeral.

### **RECOMMENDATION 2**

**That Council discuss and investigate the opportunity to obtain funding to upgrade Banksia Park in Tumut**

Sue Bulger / Sonia Piper

### **RECOMMENDATION 3**

**That Council inspects Brungle Cemetery prior to any funeral to ensure the lawns and grounds are maintained appropriately and to address any presentation issues.**

Sue Bulger / Sonia Piper

## **6 NEXT MEETING**

Will be held on 15th April 2020 at 11.00am in the Tumbarumba Council Chambers

There being no further business to discuss, the meeting closed at 11:40am.

**THE MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD IN THETUMUT ROOM 76 CAPPER STREET TUMUT, ON TUESDAY 3 MARCH 2020**

**COMMENCING AT** 10:02am

**PRESENT:** Glenyce Francis (Chairperson), Steven Walker (External Member), Melissa Tooke (External Member), James Hayes (Mayor), Cate Cross (Councillor), Phil Swaffield (National Audits Group), Brad Bohun (Crowe Horwath).

**IN ATTENDANCE:** Matthew Hyde (Chief Executive Officer), Shelley Jones (Executive Chief of Staff), Paul Holton (Executive Director Community and Corporate), Heinz Kausche (Executive Director Infrastructure), Susanne Andres (Chief Financial Officer), Brook Penfold (Coordinator Governance and Risk), and Shirley Williams-Enever (Governance Officer),

**BY TELEPHONE:** Surbhi Katyal (Audit Office).

**OBSERVER:** Matthew Suter (Risk Management Officer)

**1. APOLOGIES**

John Larter (Councillor), Stephen Prowse (National Audits Group), Michael Kharzoo (Audit Office)

**1.1 DECLARATION OF INTEREST**

No Conflicts of Interest were declared.

**2. MINUTES OF PREVIOUS MEETINGS**

**ARI.01 RESOLVED:**  
That the minutes of the Audit, Risk and Improvement Committee Meeting held on 06 November 2019 be received.

Cr Cate Cross/Steve Walker

**CARRIED UNANIMOUSLY**

**3 BUSINESS ARISING**

Nil

**4. AGENDA ITEMS**

Mr Brad Bohun entered the meeting, the time being 10:11 AM  
Cr James Hayes entered the meeting, the time being 10:13 AM  
Mr Heinz Kausche entered the meeting, the time being 10:16 AM

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Minutes of the Meeting of the Audit Risk & Improvement Committee held in the Tumut Room 76 Capper Street Tumut on Tuesday 3 March 2020

**4.5 GROWTH & DEVELOPMENT UPDATE****ARI.02 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Growth & Development Update
2. Examined and Discussed the Growth & Development Update

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

Mr Heinz Krausche left the meeting, the time being 10:24 AM

Mr Paul Holton left the meeting, the time being 10:24 AM.

Miss Surbhi Katyal was telephoned in to the meeting, the time being 10:26 AM

**LATE ANNUAL ENGAGEMENT LETTER  
REPORT**

Brad Bohun from Crowe Horwath presented the Annual Engagement Letter from the Audit Office NSW dated 02 March 2020.

**ARI.03 RESOLVED:**

THAT THE COMMITTEE:

1. Received the verbal presentation from Brad Bohun on the Annual Engagement Letter from Audit Office NSW dated 02 March 2020.
2. Examined and discussed the Annual Engagement Letter

Steven Walker/Cr Cate Cross

**CARRIED UNANIMOUSLY**

Mr Brad Bohun left the meeting, the time being 10:35 AM.

Miss Surbhi Katyal left the meeting, the time being 10:35 AM.

The Committee moved into Confidential session, the time being 10.36 AM

**4.1 GENERAL MANAGER CONFIDENTIAL REPORT****ARI.04 RESOLVED:**

That the General Managers verbal report was received and noted

Steven Walker/Melissa Tooke

**CARRIED UNANIMOUSLY**

Miss Brook Penfold entered the meeting, the time being 11.01 AM.

**4.2 ADEQUACY OF AUDIT, RISK AND IMPROVEMENT COMMITTEE AND INTERNAL AUDIT RESOURCES****ARI.05 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Adequacy of Audit, Risk and Improvement Committee and Internal Audit Resources
2. Examined and discussed the adequacy of Audit, Risk and Improvement Committee and Internal Audit Resources
3. Proposed to conduct two internal audits for 2020/2021 as per the 3 year Internal Audit Plan
4. Propose to set the budget for 2020/2021 for \$47,000

Steven Walker/Cr Cate Cross

**CARRIED UNANIMOUSLY**

The Committee moved out of Confidential session, the time being 11:05 AM

Cr James Hayes left the meeting, the time being 11:09 AM.

Mr Heinz Krausche returned to the meeting, at 11:10 AM.

**4.4 BUSHFIRE RECOVERY REPORT****ARI.06 RESOLVED:**

THAT THE COMMITTEE:

1. Received the Bushfire Recovery Report

Melissa Tooke/Cr Cate Cross

**CARRIED UNANIMOUSLY**

Cr James Hayes returned to the meeting, at 11:14 AM.  
Cr Cate Cross left the meeting, the time being 11:16 AM.

#### **4.3 BUSHFIRE - IMPACT, RESPONSE AND RECOVERY**

##### **ARI.07 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on the Impacts, Response and Recovery from the recent fires across the Snowy Valleys Council Local Government Area
2. Examined and discussed the Bushfire – Impacts, Response and Recovery Report

Steven Walker/Melissa Tooke

**CARRIED UNANIMOUSLY**

#### **4.10 MAJOR PROJECTS PROGRAM 2018/19 AND 2019/20**

##### **ARI.08 RESOLVED:**

THAT THE COMMITTEE:

1. Received this report on Program Management Office (PMO) 2018/2019 and 2019/2020 Major Projects Program on progress to end January 2020.
2. Noted the decisions that have been escalated to the Program Management Office Board for approval as part of the process to fast track the delivery of projects within the required timelines and budget constraints.
3. Noted the current process for risk assessment – risk assessment and status of projects has been assessed and reported each month to the Councillor workshop. The PMO have added reputational risk assessment against each project within the spreadsheet (Attachment 2 of the report).

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

Mr Heinz Krausche left the meeting, the time being 11.45 AM.



**4.6 UPDATE ON SUBMISSION TO THE BOUNDARIES COMMISSIONER****ARI.09 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report for the Update on Submission to the Boundaries Commissioner
2. Examined and discussed the submission to the Boundaries Commissioner

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

**4.7 RATE OPTIONS STUDY AND ROAD TO SUSTAINABILITY****ARI.10 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Rate Options Study and Road to Sustainability Project Plan

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

**4.8 POSITION PAPER ON CHANGES TO AUSTRALIAN ACCOUNTING STANDARDS, IMPLICATIONS TO COUNCIL FROM THE INTRODUCTION OF AASB 15 AND AASB 1058****ARI.11 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Changes to Australian Accounting Standards, Implications to Council from the Introduction of AASB 15 and AASB 1058
2. Examined and discussed the Position Paper

Steven Walker/Melissa Tooke

**CARRIED UNANIMOUSLY**

**4.9 RISK MANAGEMENT - FINAL INTERNAL AUDIT REPORT****ARI.12 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Risk Management – Final Internal Audit Report.
2. Examined and discussed the recommendations and the management responses provided.
3. Add the findings to the Risk Register.

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

**4.14 AUDIT, RISK AND IMPROVEMENT MATRIX****ARI.13 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on the Audit Matrix to the Audit, Risk and Improvement Committee.
2. Reviewed and discussed the status of the recommendations contained within the report
3. Endorsed the closing of 11 x Internal Audit Recommendations as highlighted in Attachment 1 of the report
4. Endorsed the 9 outstanding Internal Audit Recommendations be added to the Risk Register, inclusive of proposed completion dates
5. Endorsed the closing of 1 x External Audit Recommendation as highlighted in Attachment 2 of the report
6. Endorsed the 8 outstanding External Audit Recommendations be added to the Risk Register, inclusive of proposed completion dates
7. Endorsed the closing of 18 x IT recommendations (inclusive of internal and external) as highlighted in Attachment 3 of the report
8. Endorsed the summary of 12 x IT recommendations as per Table 1, of the report, be entered in the Risk Register, inclusive of new proposed completion dates.

Steven Walker/Melissa Tooke

**CARRIED UNANIMOUSLY**

**4.11 HALF YEARLY OPERATIONAL PLAN REPORT****ARI.14 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Half Yearly Operational Plan
2. Examined and discussed the Half Yearly Operational Plan

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

**4.12 QUARTERLY REPORT - SAFETY, RISK AND QUALITY COMMITTEE****ARI.15 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Quarterly Safety Risk and Quality (SRQ) committee meeting.

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

**4.13 SUBMISSION TO THE OFFICE OF LOCAL GOVERNMENT REGARDING THE NEW RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK FOR LOCAL COUNCILS IN NSW****ARI.16 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Submission to the Office of Local Government regarding the New Risk Management and Internal Audit Framework for Local Councils in NSW
2. Noted the submission to the Office of Local Government

Melissa Tooke/Steven Walker

**CARRIED UNANIMOUSLY**

**4.15 ACTION REPORT TO THE AUDIT, RISK AND IMPROVEMENT COMMITTEE****ARI.17 RESOLVED:**

THAT THE COMMITTEE:

1. Received the report on Action Report to the Audit, Risk and Improvement Committee
2. Reviewed and discussed the current status in regards to the progress of the actions
3. Endorsed the proposed revised completion date for item ARI.48 from 31 December 2019 to 30 September 2020.
4. Closed item ARI.89 as being complete as actions will now be managed through the Pulse system.
5. Closed item ARI.90 – Records Management part 1, as being complete with Framework developed and due for approval in March 2020.
6. Closed item ARI.90 – Funding Arrangements as being complete due to a dedicated Program Manager being assigned in the new structure.
7. Closed item ARI.90 – Community Consultation, as being complete with Community Consultation managed by the PMO.
8. Endorsed the proposed revised completion date for item ARI 90 Public Interest Disclosures from November 2019 to June 2020.
9. Closed item ARI.90 – Corruption Prevention in Procurement as ICAC training was conducted in December 2019.
10. Closed item ARI.90 – Lease Arrangements as SVC lease register is in place and being maintained as required.

Steven Walker/Melissa Tooke

**CARRIED UNANIMOUSLY**

Clr Cr James Hayes left the meeting, the time being 12:48 PM.

## **5 GENERAL BUSINESS**

Discussion occurred in relation to:

- **Draft Terms Of Reference**

Coordinator Governance and Risk to present to the Committee at the next ARIC meeting in May a revised DRAFT Terms of Reference indicating new membership in alignment with the new organisational structure. Feedback to Governance and Risk by end March 2020

- **Second Internal Audit for 2019/2020**

A Resolution from ARIC meeting in November 2019 stated that Management Accounting/Financial Reporting Controls would be the second audit for 2019/2020. However, given the timing of the external audit and the current vacancies in the Finance department, the timing and efficiency of this internal audit was questioned by both the CFO and the internal auditor. It was agreed for the ARIC Committee to discuss after the meeting the three most suitable alternative internal audits identified from the 3 Year Internal Audit Plan. The Coordinator Governance and Risk to write a report to Executive Leadership Team identifying the three selected internal audits. The ELT to have final decision of the second internal audit for 2020.

- **Chair for May 2020 Meeting**

Glenn Francis will be an apology for the May 2020 meeting. It was agreed for Steve Walker to be the ARIC Chair at the May 2020 meeting.

### **ARI.18 RESOLVED:**

#### **THAT THE COMMITTEE:**

1. Endorse the DRAFT Terms of Reference be presented to the May 2020 ARIC Meeting
2. ARIC, through the Coordinator Governance and Risk, to make recommendation to ELT for final decision on subject for second internal audit for 2019/2020
3. Steve Walker to be the Chair at May 2020 ARIC Meeting.

Steven Walker/Melissa Tooke

**CARRIED UNANIMOUSLY**

## **6 NEXT MEETING**

The next meeting of the Audit, Risk and Improvement Committee will be held on 06 May 2020 at 10am in Tumut.

There being no further business to discuss, the meeting closed at 12:59 PM.

**THE MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD IN RIVERINA ROOM 76 CAPPER STREET, TUMUT, ON WEDNESDAY 26 FEBRUARY 2020****COMMENCING AT** 11.00AM**PRESENT** Cr Bruce Wright, Glen McGrath (SVC, Manager Technical Services)

Fazlul Hoque (Roads &amp; Maritime Services), Senior Constable Adam Splithof,

Ray 'Dossie' Carr – (Justin Clancy MP Representative), Steven Horsley (Dr Joe McGirr MP Representative).

**IN ATTENDANCE** Anthony Carroll (Road Safety Officer)**1. APOLOGIES****LTC.01 RESOLVED** that the apologies from Heinz Kausche (Executive Director Infrastructure), Cr Margaret Isselmann and Sergeant James Prentice be received.**2. MINUTES OF PREVIOUS MEETINGS****RECOMMENDATION:****LTC.02 RESOLVED** that the minutes of the Local Traffic Committee Meeting held on 27 November 2019 are accepted as read.**3 BUSINESS ARISING**

Matters raised at the 27 November 2019 meeting were discussed as follows:

**3.1 ADELONG PRE-SCHOOL - PARKING**

Council will need to explore what options are available for parking outside Adelong Pre-School. Police have advised that they will be more lenient until the parking issues have been addressed. Adelong Pre-School will be informed of progress.

**3.2 RURAL BUS STOP APPLICATION – 660 BATLOW ROAD, TUMBARUMBA**

The application warrants further technical investigation regarding sight distances, average traffic speed measurements and distances to other bus stops. A report should be prepared for the next Local Traffic Committee Meeting after on site discussions have occurred. Transport for NSW will search for potential funding opportunities as Batlow Road is a state controlled road.

**3.3 REQUEST FOR RURAL BUS STOP – 4235 BATLOW ROAD, TUMBARUMBA (3797MO)**

The request still needs to be made to Transport for NSW.

### **3.4 SPEED ZONES – SNOW RIDGE ROAD/TOOMA ROAD/SWAMPY PLAINS ROAD & THE ELLOITT WAY**

The discussion compared these two roads to Alpine Way that has recently been re-zoned as 60kmph from Murray One Power Station South to Geehi Camp Ground. These two Roads are just as windy, experience rapid change in altitude and are narrow as the Alpine Way. The Road Safety Officer needs to write a letter to Transport for NSW for requesting re-zoning of the Roads.

### **3.5 CONGESTION OF WYNYARD STREET, FITZROY STREET AND MERIVALE STREET**

The discussion appreciated the traffic concerns of this precinct and a report should be prepared for future traffic committee meetings.

### **3.6 MERIVALE STREET CONGESTION**

The discussion appreciated the traffic concerns of this precinct and a report should be prepared for future traffic committee meetings.

### **3.7 BATLOW 80KMPH ZONE**

There is a request from the community for an 80kmph sign to be installed. Negotiation with Transport for NSW is required.

### **3.8 JUNCTION OF BATLOW ROAD AND SNOWY MOUNTIONS HIGHWAY**

The discussion appreciated the traffic concerns of this precinct and a speed zone proposal should be prepared for future traffic committee meetings.

## **4. AGENDA ITEMS**

### **4.1 SPECIAL EVENT APPLICATION - TUMBAFEST 2020 - 22-23 FEBRUARY 2020**

#### **DISCUSSION:**

Bus zones for the event will need to be identified, located and published before next year's event.

#### **RECOMMENDATION:**

THAT THE COMMITTEE:

1. Receive the report on the Special Event Application – 2020 Tumbafest Event.
2. Support the Special Event Application for the 2020 Tumbafest Event, subject to Council's standard conditions.

**4.2 SPECIAL EVENT APPLICATION - TUMBARUMBA TO ROSEWOOD RAIL TRIAL OPENING - 3 APRIL 2020****DISCUSSION:**

Transport for NSW will give concurrence when a certificate of currency listing Transport for NSW, and NSW Police is provided and approval for the road occupancy licence is granted.

**RECOMMENDATION:**

THAT THE COMMITTEE:

1. Receive the report on Special Event Application for the opening of the Tumbarumba to Rosewood Rail Trail.
2. Support the Special Event Application for the opening of the Tumbarumba to Rosewood Rail Trail to enable this event to go ahead, subject to Council's standard conditions.

**4.3 SPECIAL EVENT APPLICATION - ROCK THE TURF 2020 - TUMUT - 4 APRIL 2020****DISCUSSION:**

Application approved.

**RECOMMENDATION:**

THAT THE COMMITTEE:

1. Receive the report on the Special Event Application – Rock the Turf 2020.
2. Support the Special Event Application for the 2020 Rock the Turf Event being held on Saturday, 4 April, 2020, subject to Council's standard conditions.

**4.4 SPECIAL EVENT APPLICATION - FUN RUN/WALK - TUMUT - 19 APRIL 2020****DISCUSSION:**

A current traffic control plan needs to be provided.

**RECOMMENDATION:**

THAT THE COMMITTEE:

1. Receive the report on the Special Event Application – 2020 Fun Run/Walk Event.
2. Support the Special Event Application for the 2020 Fun Run/Walk Event being held on Sunday, 19 April, 2020, subject to Council's standard conditions.

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Minutes of the Meeting of the Local Traffic Committee held in the Council Chamber, Bridge Street, Tumbarumba or Riverina Room 76 Capper Street, Tumut on Wednesday 26 February 2020



## **5 GENERAL BUSINESS**

### 5.1 Free Waste Weekend, Gilmore Site, Killarney Road and Snowy Mountains Highway

*Discussion:* Congestion with cars towing trailers queuing across Killarney Road and onto Snowy Mountains Highway with unbroken centre lines. It was recognised as a potential safety concern to road users that on a risk assessment matrix scores as high. NSW Police expressed concerns regarding obstruction of travel lanes on the Highway. It was recommended that VMS boards be placed either side of the intersection as part of a traffic control plan.

*Action:* Prepare a traffic control plan with VMS boards.

### 5.2 Gocup Snowy Mountains Highway intersection

*Discussion:* Concerns for the intersection were raised again by NSW Police and the delegates for Dr. Joe McGirr MP and Justin Clancy MP. Transport for NSW Lindsay Tanner, Director of South West Region Transport for NSW presented an option for the intersection to councillors.

*Action:* Need a progress report.

### 5.3 Batlow pedestrian facility

*Discussion:* The concerns were raised by the community about the location of the facility.

*Action:* All questions are to be address to Council as plans have already been submitted and discussed.

### 5.4 The large amount of fallen timber in fire affected areas between the shoulder of the road and the edge of the road corridor

*Discussion:* There is a considerable backlog of cleaning up to be completed on roads and the clean-up will continue to take some time due to limitations of staff and resources.

## **6 NEXT MEETING**

11.00am on Wednesday, 27 May 2020 in Tumbarumba Council Chambers

There being no further business to discuss, the meeting closed at 12.05pm.

**BATLOW DEVELOPMENT LEAGUE**  
**GENERAL MEETING 5h February 2020**  
**MEETING COMMENCED: 7.00 pm**



**PRESENT:** N Shaw, T Billing, R Billing, C Smit (SVC), D Wiltshire, T McDonald, A Dickinson, H Tietze, C Agate, R Kocielik (Koo).

**APOLOGIES:** K McLaren, C Dawson.

**MINUTES:**

It was **RESOLVED** that the Minutes of the **Batlow Development League (BDL)** meeting held on 4<sup>th</sup> December, 2019 be accepted as read.

Moved: N Shaw/Seconded T McDonald/Passed

**TREASURER'S REPORT:**

It was **RESOLVED** that the Treasurer's Report of the **BDL** accounts to 5<sup>th</sup> February, 2020 be accepted as tabled.

Moved C Agate/Seconded D Wiltshire/Passed

**CORRESPONDENCE:**

- SVC Meeting Business Papers
- SVC Bushfire Recovery Plan
- Letter SVC
- Letter RSL Sub Branch

**BUSINESS ARISING**

**School Bus Stop:**

School Bus from Tumut to Batlow now stops at the bus stop in Memorial Avenue. This is now in the hands of the Traffic Committee.

**Dudley Craig:**

Ray has sent photos and information to him.

**Brindabella Road:**

Committee liaising with SVC.

**Hides Park Sound Shell:**

Plans have not yet been seen. Funds are still available.

**CBD Masterplan:**

Still ongoing.

**GENERAL BUSINESS:**

Bushfire recovery money will be spent on bushfire effected areas. The Brindabella Road project will help employment in the area.

**Memorial Gates:**

Gates to be installed as per permission of RSL Sub Branch.

**Literary Institute:**

The cage around audio visual equipment still to be installed.

Literary Institute to be used as main centre for bushfire recovery. It will be open on Wednesdays and Saturdays. A counsellor for Batlow people will be located at the CWA Rooms. Funds for various equipment such as whiteboards, internet would be available.

The Institute floor has been damaged by a pallet jack.

The Institute needs to be cleaned by users.

Toilets beside Literary Institute need to be looked at again.

**Bushfire Relief:**

T McDonald and D Wiltshire stated guidance requested directly after the fire was not initially given. They arranged for water to be brought into town. BDL thanked them both for their tireless efforts. After Cr Isleman took charge of the relief centre, forms were required to be filled in beforehand. These forms with personal information on them, are believed to be with council. Council to find them.

BDL to collect information from around Batlow and surrounds to present a submission to the Royal Commission into the bushfires, or at a town meeting. More next meeting.

**Public Toilet Blocks:**

Need to be upgraded.

**Recommendation:**

**Toilet blocks located at Literary Institute and Memorial Park near tennis court be checked to meet standards. The back of the toilets at tennis court also to be repaired.**

**Moved: K Dawson/seconded: H Tietze/passed**

**Batlow Tumut Rail Trail:**

H Tietze stated that now is a good time for this project to go ahead as it will create employment and bring in tourists. With the decimation of the local forests and damage to orchards, tourism is an option for Batlow. This will also benefit Tumut as there is not enough accommodation in Batlow.

**Other General Business:**

There are properties in town that need to be cleaned up by their owners/occupants.

**Recommendation:**

**In view of the latest disaster, Council to check neglected and unkempt properties obstructing public access. Council to contact the occupants and request they remedy.**

**Moved: N Shaw/seconded: T Billing/passed**

There is no flat walking track in Batlow. The only flat area for walking is around the football oval. H Tietze suggested a track from behind the Hospital following the rail track.

**Meeting closed at 8.55pm. Next meeting: 4<sup>th</sup> March 2020, at 7 pm in Batlow RSL Club**

**BATLOW DEVELOPMENT LEAGUE**  
**MONTHLY FINANCIAL REPORT**  
**5<sup>th</sup> February 2019**

Apple Blossom Festival:	Opening Balance	\$ 20,854.96
	Income	\$ Nil
	Expenditure	\$ 380.00
	Balance As At 31/01/20	\$ 20,474.96
CiderFest:	Opening Balance	\$ 19,062.91
	Income	\$ 2,744.66
	Expenditure	\$ 744.35
	Balance As At 31/01/20	\$ 21,063.22
CiderFest Fixed Deposit		\$ 60,000.00
Development League Main Account:	Opening Balance	\$ 3,915.74
	Income	\$ 4.07
	Expenditure	\$ 142.39
	Balance As At 31/01/20	\$ 3,777.42

Prepared by Col Agate – Treasurer Batlow Development League 2019.



## **DRAFT MINUTES OF MEETING**

What: Tumbafest Committee Meeting  
 When: Wednesday 29 January 2020  
 Time: 5:00pm  
 Where: Council Chambers

### **AGENDA**

#### **1. Attendance & Apologies**

Andrew Rae (President)	<b>Present</b>	Ed Lauder	<b>Present</b>	Martin Brown	<b>Absent</b>
Martin Burke (VP)	<b>Apology</b>	Richard Cottam	<b>Present</b>	Julie Giddings	<b>Present</b>
Chris Blake (treasurer)	<b>Apology</b>	Sue Goldspink	<b>Present</b>	Desley Kendall	<b>Present</b>
Irene Lauder (secretary)	<b>Present</b>	Julia Ham	<b>Present</b>	Neil Bombardier	<b>absent</b>
Karly Flynn (co-ordinator)	<b>Present</b>	Tamikah Hoffman	<b>Present</b>	Marilyn Fredericks	<b>Present</b>
Allison Dennis	<b>Apology</b>	Jackie Lauder	<b>Present</b>	Sophie Gairn	<b>Present</b>
Andrew Getzendorfer	<b>absent</b>	Helen Taylor	<b>Present</b>	Ken Dale	<b>Present</b>

### **AGENDA**

1. **Apologies** - see above.

2. **Confirmation of past meeting minutes**

**Moved:** b Taylor      **Seconded:** Tamikah Hoffman      **Carried**

3. **Correspondence**

Karly has received a request Scott Cameron to perform a song about the fires. He has a video of the song which can be performed. Committee agreed to play the film clip.

Bush and Campbell request stand on Saturday to provide information about grants etc. Approved by the committee. Committee agreed to offer earlybird prices for the staff.

Race club requested use of generator for no fee. Approved by the committee.

4. **Funding Requests**

Result of funding request to Destination NSW will be known next week.

5. **Additional Accommodation**

Golf Club 20 or more sites for self-contained Vans. Karly managing bookings

Meeting to take place tomorrow to see site plan for caravan park. Information will be posted on social media and be relayed to Tumarumba Information Centre once confirmed.

Half the Aussie Rules oval to be fenced off for vans. This will necessitate additional fencing which is additional cost. The adjacent netball courts can also be used. These campers will be



able to use the Aussie rules toilets and showers.

Julie investigated cost of Glamping tents from WOW company. First option is large tent to accommodate 5 people with bedding included. Cost would be \$110 per couple per night. Smaller 2 person tents also available. Minimum of 10 tents would have to be booked. Maybe too late this year for that option but worthwhile to investigate for future festivals.

#### 6. Budget Update

Nothing new to report. Meeting with Hyne tomorrow.

#### 7. Ticket Update

Karly reported that;

Bendigo Bank selling tickets so kiosk will not be used this year.

435 online tickets sold so far this year (last year's total was 440)

8 ticket sales to food and wine matching event.

Need to arrange for wrist bands to be at Kiosk and Visitor Centre on Friday 21 Feb. Karly to Arrange

SVC employees will be able to purchase tickets at Early Bird rates as SVC is a major sponsor. Karly to arrange.

#### 8. Committee Shirts

Quote from Tumarumba Outfitters - Cost \$37 + \$10 for logo. Colour to be as close to the blue in Tumbafest Branding. Committee members requested to go to outfitters ASAP to select appropriate size.

Motion to buy from outfitters

**Moved:** Jackie

**Seconded:** Julie

**Carried**

#### 9. Food and Wine Matching.

No updates- progressing

VIP session limited to 40 people.

#### 10. Sponsors Reception

Sponsors offered drink vouchers as determined by their sponsorship package.

Discussion around wine enclosed area as a sponsor area. No decision was made.

Andrew will have proposal to present to committee next meeting

#### 11. Marketing

Two quotes were presented by Karly for programmes. Options were for 2000 programmes similar to last year \$622.60 and for 2000 booklets \$638.00. Committee decided on booklet style.



## 12. Sub Committee Updates

### a. Sponsorship

New EE Muir \$800 NAB \$800

### b. Kids Activities

Julia contacted Drama department at Charles Sturt university. As yet no reply.

Desley will contact Ground Up.

### c. Merchandise

Stubby holders ordered.

Karly is working on T shirts

### d. Market Stalls

Sufficient numbers but if more enquiries can take numbers up to 50 stalls

### e. Food Stalls

14 stalls approved.

Carnival food arranged for market area and they want to offer woodfire pizza as well. Karly will approach him to operate in market area and sell pizza by the slice.

### f. Licencing

No updates

## 13. General Business –

Next meeting Karly will be allocating tasks for the four days. Members were requested to email Karly on availability over the four days.

Meeting closed 6:20pm

## 14. Next Meeting –Wednesday 5<sup>th</sup> February, 5pm





## **DRAFT MINUTES OF MEETING**

What: Tumbafest Committee Meeting  
 When: Wednesday 5 February 2020  
 Time: 5:00pm  
 Where: Council Chambers

### **AGENDA**

#### **1. Attendance & Apologies**

Andrew Rae (President)	<b>Present</b>	Ed Lauder	<b>Present</b>	Jackie Lauder	<b>Present</b>
Martin Burke (VP)	<b>Absent</b>	Richard Cottam	<b>Present</b>	Helen Taylor	<b>Present</b>
Chris Blake (treasurer)	<b>Present</b>	Bruce Wright	<b>Absent</b>	Martin Brown	<b>Present</b>
Irene Lauder (secretary)	<b>Present</b>	Kylie Bradley	<b>Absent</b>	Julie Giddings	<b>apology</b>
Karly Flynn (co-ordinator)	<b>Present</b>	Sue Goldspink	<b>Present</b>	Desley Kendall	<b>Present</b>
Allison Dennis	<b>apology</b>	Julia Ham	<b>Present</b>	Neil Bombardier	<b>absent</b>
Ken Dale	<b>apology</b>	Tamimah Hoffman	<b>Present</b>	Marilyn Fredericks	<b>Present</b>
Andrew Getzendorfer	<b>absent</b>	Sophie Gairn			

### **AGENDA**

1. **Apologies** - see above.

2. **Confirmation of past meeting minutes**

**Moved: Helen Taylor Seconded: Jackie Lauder Carried**

3. **Correspondence**

Karly has received an email from Steve White manager of the Wolfe Brothers. They will donate a signed guitar that can be auctioned/raffled.

Karly received quote for ATM machine to be on site for the 2 days. Committee decided to not go ahead with this as there are 2 machines available in main street.

4. **Funding Requests**

Still pending

5. **Additional Accommodation**

Discussion took place on placement and the fencing requirements to enable half of the sports ground to be used for caravans.

Cost of extra fencing from Coates will be covered by SVC because council fencing not available.

A good estimate of numbers of available sites will be publicised by Karly on social media.

Glamping Tents – too late to do this for 2020 festival but committee will investigate for 2021.

**For all festival related inquiries, please contact Karly Fynn**

Email: [tumbafest@gmail.com](mailto:tumbafest@gmail.com) or Call: 0406 382 534

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#### 6. Budget Update

Income expected to exceed budget

#### 7. Ticket Update

Karly reported that;

729 online tickets sold so far this year

11 tickets still available for food and wine matching event.

#### 8. Sponsors Area

VIP area near wine tents will be available for major sponsors. Some wine and food will be provided on Saturday for a limited time.

Hyne at meeting with Chris Blake requested that for their major sponsorship they be given 50 general admission tickets.

#### 9. Marketing

Kate Ceberano's donation to bush fire appeal well received by community.

WIN network will promote Tumbafest across region and Canberra using 15sec Ad with a cost to us of \$1500 and they will donate \$3000 worth of advertising.

#### 10. Sub Committee Updates

##### a. Sponsorship

Nothing new

##### b. Kids Activities

Ground Up booked for Saturday and Sunday.

##### c. Merchandise

All ordered

##### d. Market Stalls

57 confirmed

##### e. Food Stalls.

16 stalls approved. 7 paid for

##### f. Licencing

No updates

#### 11. Task List

Completed. Karly to email to committee

Meeting closed 7:25pm

**Next Meeting** –Wednesday 12<sup>th</sup> February, 5pm

**For all festival related inquiries, please contact Karly Fynn**

Email: [tumbafest@gmail.com](mailto:tumbafest@gmail.com) or Call: 0406 382 534

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## **DRAFT MINUTES OF MEETING**

What: Tumbafest Committee Meeting

When: Wednesday 12 February 2020

Time: 5:00pm

Where: Council Chambers

### **AGENDA**

#### **1. Attendance & Apologies**

Andrew Rae (President)	<b>Present</b>	Ed Lauder	<b>Present</b>	Jackie Lauder	<b>Present</b>
Martin Burke (VP)	<b>Apology</b>	Richard Cottam	<b>Present</b>	Helen Taylor	<b>Present</b>
Chris Blake (treasurer)	<b>Present</b>	Sue Goldspink	<b>Present</b>	Martin Brown	<b>Present</b>
Irene Lauder (secretary)	<b>Present</b>	Julia Ham	<b>Present</b>	Julie Giddings	<b>Present</b>
Karly Flynn (co-ordinator)	<b>Present</b>	Tamikah Hoffman	<b>Present</b>	Desley Kendall	<b>Present</b>
Allison Dennis	<b>Present</b>	Sophie Gairn	<b>Present</b>		
Ken Dale	<b>Present</b>	Marilyn Fredericks	<b>Present</b>		
Andrew Getzendorfer	<b>absent</b>	Neil Bombardier	<b>Apology</b>		

### **AGENDA**

1. **Apologies** - see above.

2. **Confirmation of past meeting minutes**

**Moved:** Tamikah Hoffman      **Seconded:** Helen Taylor      **Carried**

3. **Correspondence**

From Festival of the Falling Leaf re funding application for infrastructure such as generators, gazebos and tables to be shared by both events.

4. **Funding Requests**

\$25 000 grant approved from the NSW Government and the Commonwealth Government through the Bushfire Community Resilience and Economic Recovery Fund. \$10 000 is to be allocated to marketing, \$5000 towards generators and fencing and kids activities, and about \$6500 for buses from Albury, Wagga and Tumut each day of Tumbafest.

5. **Accommodation Update**

Caravan park fully booked  
60 sites booked on sports ground  
pony club has 40 bookings at this stage and can take a few more.  
Golf club has 10 bookings and there is space for more.

6. **Budget Update**

Income expected to exceed budget

**For all festival related inquiries, please contact Karly Fynn**

Email: [tumbafest@gmail.com](mailto:tumbafest@gmail.com) or Call: 0406 382 534

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## 7. Ticket Update

Karly reported that;  
820 online tickets sold so far this year  
Tickets still available for food and wine matching event.

Wrist bands will be delivered early next week.  
Scanner will be made available to the Information Centre so that patrons can collect wristbands prior to the event.  
4 scanners are required for Friday and Saturday at Kiosk and Hammonds entrance to scan tickets and distribute wristbands.

## 8. Marketing

Give away promotion for Valentine's Day – food and wine pairing or ticket to the event.

### Sub Committee Updates

#### a. Sponsorship

Nothing new

#### b. Kids Activities

Ground Up booked for Saturday and Sunday.  
Karly will investigate rock climbing wall

#### c. Merchandise

T-shirts delivered  
Some merchandise from the Information centre (items that don't compete with Tumbafest items) may be sold at Tumbafest.  
Wolfe Brothers signed Guitar will be auctioned after they have performed. Ed/Julie to contact Mal Vogan to be the auctioneer.

#### d. Market Stalls

57 confirmed. Carnival food is not available. Karly to work on this

#### e. Food Stalls

16 stalls approved.

#### f. Licencing

Wine stall operators will walk bottle sales to the Hammond lane exit where they can be collected by buyer.

## 9. General Business

Recycling organised  
SES will have first aid tent.  
Committee members need to have Volunteer forms from SVC completed and submitted

Meeting closed 6:50pm

**Next Meeting** –Event run through - Thursday 20<sup>th</sup> February, 5pm at the Rotunda at the creekscape.

**For all festival related inquiries, please contact Karly Fynn**

Email: [tumbafest@gmail.com](mailto:tumbafest@gmail.com) or Call: 0406 382 534

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