



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
13 JUNE 2019**

THE MEETING WILL BE HELD AT 2.00PM
IN THE TUMUT ROOM 76 CAPPER STREET TUMUT

Disclosure of Pecuniary Interests at meetings (extract from the Code of Conduct – Section 4)

4.28 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.

4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

(a) at any time during which the matter is being considered or discussed by the council or committee, or

(b) at any time during which the council or committee is voting on any question in relation to the matter.

4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

4.31 Disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

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.

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

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. (*Sec. 375A of the Local Government Act 1993*)

Use of mobile phones and the unauthorised recording of meetings (extract from the Code of Meeting Practice – Section 15)

15.21 Councillors, council staff and members of the public must ensure that mobile phones

are turned to silent during meetings of the council and committees of the council.

15.22 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

15.23 Any person who contravenes or attempts to contravene clause 15.22, may be expelled from the meeting as provided for under section 10(2) of the Act.

15.24 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Livestreaming of Meetings

(extract from the Code of Meeting Practice – Section 5)

This meeting is live streamed on Council's website to allow the community to follow Council debates and decisions without the need to attend meetings in person. Members of the public attending or speaking at a meeting agree to have their image, voice and personal information (including name and address) recorded and publicly broadcast. Snowy Valleys Council does not accept liability for any defamatory remarks or inappropriate comments that are made during the course of a meeting. Any part of the meeting that is held in closed session will not be streamed.

5.19 All meetings of the council and committees of the council are to be webcast on the council's website.

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 – Section 4)

4.1 The Council may hold a public forum prior to each Ordinary Council meeting for the purpose of hearing oral submissions on items of business to be considered at the meeting.

4.2 Public forums are to be chaired by the mayor or their nominee.

Those attending must comply with the terms and conditions of the Code of Meeting Practice which can be viewed on Council's website;

<http://www.snowyvalleys.nsw.gov.au/Council/Governance/Policies>



Thursday 13 June 2019
Snowy Valleys Council Chambers
76 Capper Street, Tumut
2.00pm

AGENDA

1. ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge the traditional custodians of this land and pay respects to Elders past and present.

2. APOLOGIES AND LEAVE OF ABSENCE

- Leave of Absence from Cllr Bruce Wright was granted on 21 March 2019 for this meeting.
- Request for Leave of Absence from Cllr Andrianna Benjamin for this meeting.....3
- Request for Leave of Absence from Cllr Cate Cross for the August and September.....4 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

5. CONFIRMATION OF MINUTES

- 5.1 ORDINARY MEETING - 16 MAY 20195
- 5.2 BUSINESS ARISING

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7. NOTICE OF MOTION/NOTICE OF RESCISSION

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NIL

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13. MEETING CLOSURE



SNOWY VALLEYS COUNCIL

LEAVE OF ABSENCE

General Manager
Snowy Valleys Council
Capper Street
TUMUT, NSW 2720

76

Dear Sir,

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

Date: *13th June 2019*

I will be absent for the following reason/s:

On leave - Overseas

Yours faithfully

(Councillor Signature)

Andrianna Benjamin

Print Name



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

Date: 15th August and 19th September 2019

I will be absent for the following reason/s:

I will be overseas
.....
.....
.....

Yours faithfully

A handwritten signature in cursive script, appearing to read "Cate Cross".

(Councillor Signature)

Cate Cross

Print Name

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 16 May 2019

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 16 May 2019 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE COUNCIL CHAMBER
BRIDGE STREET, TUMBARUMBA , ON THURSDAY 16 MAY 2019 COMMENCING AT
2.00 PM.**

PRESENT: Mayor James Hayes (Chair), Councillor Cate Cross, Councillor Margaret Isselmann, Councillor John Larter, Councillor Geoff Pritchard and Councillor Cor Smit.

IN ATTENDANCE: General Manager Matthew Hyde, Director Assets and Infrastructure Matt Christensen, Director Internal Services Robyn Harvey, Director Strategy, Community and Development Gus Cox and Executive Assistant Susan Ivill.

1. ACKNOWLEDGEMENT OF COUNTRY

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

2. APOLOGIES

Leave of Absence for the meeting was previously granted to Cr Benjamin, Cr Wright and Cr Ham.

M110/19 RESOLVED that Council note the leave of absences previously received and granted to Cr Benjamin, Cr Wright and Cr Ham from today's meeting 16th May 2019.

Cr J Larter/Cr C Cross

3. DECLARATIONS OF INTEREST

Nil

4. PUBLIC FORUM

Nil

5. CONFIRMATION OF MINUTES

M111/19 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 18 April 2019 be received.

Cr Cor Smit/Cr Cate Cross

5.1 BUSINESS ARISING

Nil

6. CORRESPONDENCE/PETITIONS

Nil

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil

M112/19 RESOLVED that Council receive the Mayoral Minute 8.1 Restoration of the Financial Assistance Grants (FAGS) to Local Government for consideration at the 16th May 2019 meeting as a matter of urgency.

Cr James Hayes

8. MAYORAL MINUTE**8.1 RESTORATION OF THE FINANCIAL ASSISTANCE GRANTS (FAGS) TO LOCAL GOVERNMENT**

M113/19 RESOLVED:
That Council

1. Acknowledges the importance of federal funding through the Financial Assistance Grants (FAGs) program for the continued delivery of council services and infrastructure;
2. Expresses its concern about the decline in the value of Financial Assistance Grants funding at the national level from an amount equal to around 1% of Commonwealth Taxation Revenue in 1996 to a current figure of around 0.55%.; and
3. Calls on all political parties contesting the 2019 Federal Election and their local candidates to support the Australian Local Government Association's call to restore the national value of Financial Assistance Grants funding to an amount equal to at least 1 % of Commonwealth Taxation revenue and therefore to provide a Fairer Share of Federal funding for our local communities.

Cr John Larter/Cr Geoff Pritchard

8.2 COUNCIL BRING FORWARD 20TH JUNE 2019 COUNCIL MEETING TO 13TH JUNE 2019 IN TUMUT

M114/19 RESOLVED:

That Council resolve to bring forward the 20th June 2019 meeting of Council to the 13th June 2019 to facilitate attendance of the General Manager and Executive at the LG Awards Ceremony being held in Sydney 20th June 2019.

Cr Cor Smit/Cr Margaret Isselmann

8.3 EMERGENCY SERVICES LEVY CHANGES

M115/19 RESOLVED:

That Council note:

1. That last December, the NSW Government enacted laws to provide better workers compensation coverage for firefighters who are diagnosed with one of twelve specific work-related cancers.
2. That in many areas of NSW, fire services are made up of elected and staff members of local government, and that local governments strongly support this expanded workers compensation scheme.
3. That as a result of these changes, the State Government has decided to implement the new scheme by charging local governments an increased Emergency Services Levy, without consultation.
4. That the expected increase in costs to local governments will be \$19m in the first year alone, and that there is little or no time to enshrine this charge in Council's 2019/2020 budgets.
5. That Local Government NSW has long advocated for the Emergency Services Levy to be significantly modified to ensure it is transparent, equitable and accountable.
6. That Snowy Valleys Council support Local Government NSW calls for:
 - a. the NSW Government to cover the initial additional \$19m increase to local governments for the first year and
 - b. the NSW Government to work with NSW local governments to redesign the funding mechanism for the scheme to ensure fairness into the future.
 - c. requests that the General Manager liaise with Local Government NSW to provide information on:
 - i. The impact on council budgets and
 - ii. Council advocacy actions undertaken.

That the Mayor:

1. write to the NSW Premier and NSW Interim Opposition Leader, NSW Minister for Customer Services, NSW Minister for Emergency Services, Minister for Local Government and Shadow Minister for Local Government, and local state member/s to:
 - a. call upon the NSW Government to fund the 12 months of this extra cost rather than requiring councils to find the funds at short notice when budgets have already been allocated
 - b. explain how this sudden increase will impact council services / the local community
 - c. highlight that councils were not warned of the increased cost until May 2019, despite the new laws being passed in November 2018
 - d. explain that the poor planning and implementation of the increase is inconsistent with the Government's commitment to work in partnership with the sector
 - e. ask the Government to work with local governments to redesign the implementation of the scheme to ensure it is fairer for councils and communities into the future.

That Council copy the above letter to Local Government NSW.

Cr Cor Smit/Cr Geoff Pritchard

9. GOVERNANCE AND FINANCIAL REPORTS

9.1 REGIONS RISING 2019 CONFERENCE - DELEGATES REPORT

M116/19 RESOLVED:
THAT COUNCIL:

1. Note the report on the Regions Rising 2019 Conference 4th – 5th April 2019 at Canberra Summit Old Parliament House.

Cr Geoff Pritchard/Cr Cate Cross

9.2 CANBERRA REGION JOINT ORGANISATION - ADOPTED STRATEGIC PLAN 2019-2021 AND STATEMENT OF STRATEGIC PRIORITIES

M117/19 RESOLVED:
THAT COUNCIL:

1. Note the report on the Canberra Region Joint Organisation Strategic Plan 2019-2021 and CRJO Statement of Strategic Priorities adopted at the Canberra Region Joint Organisation Board Meeting held 15 February 2019 in Wagga Wagga NSW.

Cr John Larter/Cr Cor Smit

9.3 FEES FOR COUNCILLORS AND MAYOR 2019/20 FINANCIAL YEAR

M118/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on Fees for Councillors and Mayor 2019/20 Financial Year from Director Internal Services.
2. Set the annual fees payable to the Mayor and Councillors for the 2019/20 financial year at the maximum level for the Rural Council category based on the 2019 Determination of the Tribunal.

Cr Margaret Isselmann/Cr John Larter

9.4 CODE OF MEETING PRACTICE ADOPTION

M119/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on Code of Meeting Practice Adoption from Director Internal Services.
2. Adopt the Code of Meeting Practice SVC-EXE-M-023-03
3. Rescind the Code of Meeting Practice SVC-EXE-M-023-02 as a superseded Manual.

Cr John Larter/Cr Cor Smit

9.5 STATEMENT OF INVESTMENTS - APRIL 2019

M120/19 RESOLVED:
THAT COUNCIL:

1. Receive the Statement of Investments as at 30 April 2019

Cr John Larter/Cr Margaret Isselmann

9.6 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2019

M121/19 RESOLVED:
THAT COUNCIL:

1. Receive and adopt the 3rd Quarter Budget Review as at 31 March 2019;
2. The Revenue, Expenditure and Capital Budget adjustments as noted in the attached 3rd Quarter Budget Review be adopted and the budgets adjusted.

Cr Cor Smit/Cr Cate Cross

9.7 COMMUNITY GRANTS POLICY

M122/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Community Grants Policy from the Director Strategy, Community and Development.
2. Adopt the Community Grants Policy as an interim policy for 12 months with an aim to review for consistency across the Snowy Valleys Council area.
3. Rescind the Community Strengthening Policy ComDev.06 v1.1 and the Public Arts Policy ComDev.01 v1.1

Cr John Larter/Cr Margaret Isselmann

10. MANAGEMENT REPORTS

Nil

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - ABORIGINAL LIAISON COMMITTEE - 17 APRIL 2019****M123/19 RESOLVED:**
THAT COUNCIL:

1. Receive the report on Aboriginal Liaison Committee from the Coordinator Community & Cultural Development.
2. Note the Minutes of the Aboriginal Liaison Committee meeting held on 17th April 2019.
3. Adopt the following recommendation/s from the minutes:
 - a) That Council endorse the membership of Bernadette Radford, Rhonda Casey, John Casey, Lorna Casey, Sandra Casey and Craig Wilesmith to the Aboriginal Liaison Committee of Snowy Valleys Council.
 - b) That Council provide a letter of support for the application of dual naming of Mount Kosciuszko to incorporate Kunama Namadgi (Snow Mountain), subject to community consultation being undertaken as part of the process.

Cr Geoff Pritchard/Cr Margaret Isselmann

11.2 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE MEETING - 3 APRIL 2019**M124/19 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the Tumut Youth Council from Coordinator of Community & Cultural Development.
2. Note the Minutes of the Tumut Youth Council meeting held on 3rd April 2019.
3. Support the concept of Tumut Youth Council creating and hosting a regional forum for Youth in 2020.

Cr Cate Cross/Cr Cor Smit

11.3 MINUTES - CIDERFEST - 1 APRIL AND 15 APRIL 2019**M125/19 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the Ciderfest Committee from Coordinator Community & Cultural Development.

2. Note the Minutes of the Ciderfest Committee meeting held on 1st and 15th of April 2019.

Cr Cor Smit/Cr Margaret Isselmann

11.4 MINUTES - KHANCOBAN COMMUNITY COMMITTEE MEETING - 3 APRIL 2019

M126/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the Khancoban Community Committee meeting from Director Internal Services.
2. Note the Minutes of the Khancoban Community Committee meeting held on 3 April 2019.

Cr Cor Smit/Cr John Larter

11.5 MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE MEETING - 11 MARCH, 8 APRIL AND 23 APRIL 2019.

M127/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the Festival of the Falling Leaf Committee from Coordinator Community & Cultural Development.
2. Note the Minutes of the Festival of the Falling Leaf Committee meeting held on 11 March, 8 April and 23 April 2019.
3. Issue a letter thanking the Committee and their volunteers for a successful festival.

Cr John Larter/Cr Cate Cross

M128/19 RESOLVED put that Council move into Committee of the Whole for discussion.

Cr Margaret Isselmann/Cr Cate Cross

M129/19 RESOLVED that Council move out of Committee of the Whole.

Cr Margaret Isselmann/Cr Cate Cross

11.6 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION COMMITTEE MEETING - 3 APRIL 2019

M130/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the Talbingo Progress and Ratepayers Association

committee from Director Internal Services.

2. Note the Minutes of the Talbingo Progress and Ratepayers Association meeting held on 3 April 2019.

Cr Cor Smit/Cr Cate Cross

12. CONFIDENTIAL

Nil

There being no further business to discuss, the meeting closed at 2:55 pm.

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.1 NOTICE OF MOTION - INTRODUCTION OF TREE PRESERVATION ORDER - CR COR SMIT**

Author: Cr Cor Smit

Notice of Motion

“That Council;

1. Introduce a tree preservation order, and
2. A moratorium be placed on the removal/destruction of trees on all public and private land until such time as an order is in place”.

Cr Cor Smit

OFFICERS RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the Notice of Motion regarding the Introduction of Tree Preservation Order from Cr Cor Smit.**
2. **Receive the new Snowy Valleys Council Tree Management Policy at its meeting to be held 15th August 2019.**
3. **Consider the introduction of a Tree Preservation Order Chapter within the Draft Snowy Valleys Council Development Control Plan which is scheduled to be tendered to the 15th August 2019 Council meeting to place the plan on Public Exhibition.**

Notes:

Nil.

Tree Preservation Order Definition

The Environmental Planning and Assessment Model Provisions 1980 outlines seven points relating to the Preservation of Trees and can be accessed via the following link

<https://www.legislation.nsw.gov.au/#/view/EPI/1980/055/part4/cl8>

Officers Comment:

Currently there are two actions within the Operational Plan relating to trees:

- 1.3.13 Investigate establishment of a significant tree register for the LGA
- 5.4.3 Develop and implement Management Plans for public parks, gardens and reserves

Council has not allocated a budget for the establishment of a significant tree register in the 2018/2019 budget.

Tree management is achieved on private lands under tree preservation orders generally outlined as a chapter in a Development Control Plan. Public trees are generally managed by Council policy and procedure. Snowy Valleys Council does not currently operate with a tree preservation order. Tree works within public land are undertaken in accordance with policy reflective of Tumut and Tumbarumba Shires and not of Snowy Valleys Council.

These policies provide principles of undertaking efforts to preserve trees that provide a benefit to the community and environment while taking reasonable steps to manage existing tree assets that minimises the risk of injury to persons or damage to public or private property.

Current Process

Following receipt of a complaint about a public tree or the identification of risk to a public tree, the tree/s in question are assessed by two qualified arborists who are part of Council's Parks and Gardens Maintenance Team. The arborists use international standards to determine tree health. This includes multiple aspects and often provides insight into internal structural issues for the trees that do not initially present as obvious concerns.

The results of inspections are recorded by the arborist using specific software in order to manage and prioritise works in line with available budgets. Applying the principle of preserving trees and factoring in the risk/s posed, the Council Officer (arborist) then makes a recommendation to the Parks and Facilities Coordinator of works to be carried out, either by pruning or full removal.

The Parks and Facilities Coordinator considers the information provided by the arborist then approves or declines the assessment following their own independent review. As well as consideration of the arborist's assessment, the Parks and Facilities Coordinator may carry out a further onsite inspection, including consideration of the amenity value of the tree/s in question.

Should removal still be recommended following this process, notification is provided to nearby residences.

Future Actions

A review of Council's Tree Management Policy is underway, and is expected to be provided to Council at its August meeting. Contents of the policy will include:

- Council's appetite for risk with regards to tree management
- Environment and conservation factors
- Process for identification of risk trees, timeframes for works to be completed and register of risk trees
- Schedule of suitable species (new trees)

Backing procedures will be revised on the basis of Council's new policy of Tree Management.

Furthermore, a tree management strategy will allow for identification and proactive management program for significant trees within the local government area. This can provide input into a significant tree register enabling an assessment tool for tree preservation on both public and private land.

The inclusion of a tree management strategy is not currently within the proposed operational plan for 2019/20.

Attachments

- 1 Signed Notice of Motion - Introduction of Tree Preservation Order - Cr Cor Smit [↓](#)

NOTICE OF MOTION

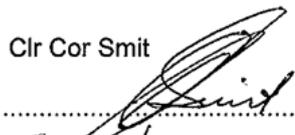
As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on Thursday, 13th June 2019

SUBJECT: Tree preservation order

Motion - " That Council,

1. Introduce a tree preservation order, and
2. A moratorium be placed on the removal/destruction of trees on all public and private land until such time as an order is in place".

General Manager comments

Councillor	Clr Cor Smit
Signature 
Date:	27/5/19
Councillor	
Signature
Date:

Background:

Ten years ago I purchased a property in Wynyard Street Tumut just below the Lookout on the corner of Godfrey Street. On the Nature Strip of both frontages there was a huge Silky Oak tree. This was part of the attraction of purchasing the property. They were a major feature of the streetscape. One morning at 7am I was woken by the sound of chainsaws outside my window and found a team of workers cutting down those trees! I was told on enquiry it was the electricity authority taking this action because it was considered economically more viable to remove them than continue to trim from time to time in order to clear power lines.

A few years later I purchased a house in Nelis Street Batlow. Again the street was lined with huge oaks, there was a massive oak at the roundabout with Batlow Road, and the Forestry Headquarters building opposite the end of the street was surrounded by massive trees all making an amazing setting which is such an integral part of the town centre of Batlow.

Late last year a huge Oak on the nature strip on the hill going out of town to the south of Batlow just disappeared.

During this term of Council there has been a destruction of massive shade trees raising strong protest from the Adelong community. This we were advised was required for safety reasons.

Last year Valmar purchased a commercial property in Bridge Street Tumbarumba. The greatest feature of this property was a massive Oak tree providing shade to almost a whole block which was otherwise vacant. This tree was visible and an icon from all directions. One day it had just disappeared. There is no new building in place of where it used to be.

Yesterday I was approached by Batlow residents asking what happened to the massive Oak on the traffic island in the centre of Batlow Road/Selwyn Street intersection which has just been cut down. No one knows by whom or why and a protest is being prepared for Batlow Development League at it's next meeting. A year or so ago the old Forestry headquarters building was purchased by private residents and became a backpackers Hostel. There were two of the most attractive and massive Fir trees well over 100 years old flanking the building as well as an avenue of oaks at the rear and other European trees on the side nature strip. Earlier this year one of those glorious trees was removed for no clear reason. I was horrified but assumed there must be a sound reason. Last week the second one was removed!

This has to stop!

I am informed there is no tree preservation order in place in this Shire as there is in most places. We are engaging in Climate change action, promoting this region as a unique natural environment and scenic beauty. We MUST preserve what we have and bring in such a tree preservation order!

Cr Cor Smit

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.2 NOTICE OF MOTION - COUNCILLOR STATEMENTS AND QUESTIONS, WORKSHOPS AND CORRESPONDENCE - CR GEOFF PRITCHARD**

Author: Cr Geoff Pritchard

Notice of Motion

“That;

1. The agenda of every council meeting includes the item "Councillor's statements and questions". (Naturally, questions of a major nature could be deferred for research and dealt with at a subsequent council meeting.)
2. Council workshops include the item "councillor initiated topics"
3. Councillors be sent a copy of the agenda and minutes of any significant external meeting (such as the Canberra Joint Organisation of Councils) and be encouraged to comment.
4. Councillors be consulted regarding the agenda before study or similar tours

Cr Geoff Pritchard

OFFICER RECOMMENDATION:**THAT:**

1. **Council receive the Notice of Motion regarding Councillor Statements and Questions, Workshops and correspondence from Cr Geoff Pritchard.**
2. **Council workshops include the item “councillor initiated topics”**
3. **Councillors have access to a copy of the agenda and minutes of any significant external meetings and be encouraged to comment to the relevant Councillor delegate to that committee.**
4. **Councillors be consulted regarding agendas before study and similar tours.**

Officers Comment:

The writer is in receipt of a Notice of Motion from Cr Pritchard and the following information is provided in relation to each part of the Notice of Motion:

- *The agenda of every council meeting includes the item "Councillor's statements and questions". (Naturally, questions of a major nature could be deferred for research and dealt with at a subsequent council meeting.)*

The NSW government provides a Model Code of Meeting Practice. Council considered the Code of Meeting Practice at the 16th May 2019 Council meeting following workshopping on the 7th March 2019. The Council adopted a new Code of Meeting practice that commences at the June 2019 meeting. The model has specific sections that can be modified however

the majority of the document is not permitted to be modified. The model code does not allow general business to be conducted at a Council meeting without a Notice of Motion or for urgent matters a Mayoral Minute. The Office of Local Government have advised that the suggested modification is not legally permitted and hence the writer has not included this matter in the recommendation to Council.

- *Council workshops include the item "councillor-initiated topics"*

The writer advises that Councillors request to include topics on the workshop agenda have always been included and during workshops additional topics have been included where time permits. The Code of Meeting Practice also relates to Council Workshops and nothing included in this section prevents the inclusion of General Business and hence this provision has been included in the recommendation.

- *Councillors be sent a copy of the agenda and minutes of any significant external meeting (such as the Canberra Joint Organisation of Councils) and be encouraged to comment.*

Council staff currently upload agenda and minutes of significant meetings to the external meetings section of the Councillor Hub which is fully electronically accessible by all Councillors and senior staff immediately on upload. Staff upload this information as soon as practicable after it is received. The agenda and minutes of the Canberra Region Joint Organisation have been uploaded to the hub since Council has been attending. The writer has amended the suggested motion in the recommendation to continue this method as it provides quick ready access to all Councillors and senior staff.

- *Councillors be consulted regarding the agenda before study or similar tours*

Councillors are consulted on study tours. Generally, a tour is arranged once a year however can occur more often if the need arises. The tour to Beechworth, Bright and Yackandandah was recently workshopped with the Councillors on 18th April at 9:15 am in Tumut and 2nd May at 4 pm in Tumbarumba, prior to finalising arrangements and the tour agenda had been circulated to the Councillors by email on the 23rd and 28th May 2019. The writer has no objection to continuing this practice and has included the motion as listed in the recommendation.

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 2019 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE**

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

EXECUTIVE SUMMARY:

To advise Council of the 2019 Local Government NSW Annual Conference which will be held from 14th October to 16th October at the William Inglis Hotel, Warwick Farm (Sydney).

RECOMMENDATION:**THAT COUNCIL:**

- 1. Consider attendance at the LGNSW Conference being held 14th – 16th October 2019 at Warwick Farm.**
- 2. That Councillors bring forward any proposed motions to the LGNSW Conference for consideration and inclusion in the Business Paper to the 18th July 2019 Council Meeting.**
- 3. That Councillors nominate two (2) voting delegates for voting on motions during the formal business sessions being Crs X and Y and that these Councillors be authorised to delegate their vote to another Snowy Valleys Council Councillor at their discretion during the meeting.**

REPORT:**Attendance**

Attendance at the Local Government NSW Annual Conference provides an opportunity to network with Local Government colleagues and be briefed on sector issues and a well-informed Council can deliver good governance to its community.

Attendance also provides the opportunity for Council and senior management to be briefed on current Local Government issues and discuss advocacy priorities for the year ahead.

Early bird registration rate will be \$870 and applies if registration is received and payment made by mid-September 2019. Dinner is not included in the overall registration cost this year and is an optional added cost of \$125.

Draft Program and Early Bird Registration will be available online @ LGNSW website on 15th July 2019.

Voting delegates

Separate from Conference registration, financial members must nominate the names of their voting delegates for voting on motions.

The number of voting delegates that Snowy Valleys Council is entitled to send is two (2). Voting delegates must be an elected member of council in accordance with the *Local Government Act 1993*.

Motions

All members can put forward motions to be considered at the Conference.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

To allow printing and distribution of the Business Papers before the Conference, members are asked to submit their motions by a date to be determined (mid-August 2019). Councils will receive notification by letter from LGNSW in early July 2019 regarding the process and timeline for submitting motions for inclusion in the business paper for the Conference.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.6 Council builds strong relationships with other organisations to advocate for our communities

Financial and Resources Implications

Councils 2019/20 Operational Budget provisions have been made for attendance at Conferences.

Conferences and seminar attendance for Councillors and the Mayor total of \$48,500 in the 2019/20 budget as per the values listed below.

Mayor	\$7,500
Deputy Mayor	\$6,000
Councillors x 7	\$5,000 each

Costs and Benefits:

Registration per person (early bird)	\$870
Conference dinner	\$125
Accommodation (2 nights @\$170 each)	\$340

Cost per person **\$1,335**

COUNCIL SEAL REQUIRED:

No

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS

9.2 NATIONAL COMMUNITY ENGAGEMENT CONFERENCE - POWER TO THE PEOPLE: BUILDING CITIZEN DRIVEN COMMUNITIES, 15 - 16 AUGUST 2019, CANBERRA

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

EXECUTIVE SUMMARY:

To advise Council of the National Community Engagement Conference – Power to the People: Building Citizen Driven Communities hosted by Communities at Work and sponsored by the ACT Government which will be held 15 – 16 August 2019 in Canberra.

RECOMMENDATION:

THAT COUNCIL:

1. Authorise the attendance of Cr X at the National Community Engagement Conference being held 15 – 16 August 2019 in Canberra.

BACKGROUND:

The Conference will shine a light on the importance of building citizen driven communities for policy makers who create the legislation and political environment that strongly influences the ability of Australian communities to tackle social challenges at the local level.

REPORT:

The August Council Meeting/Workshop is scheduled the 15th August 2019 in Tumut therefore depending on the number of Councillors choosing to attend the Council meeting may need to be moved if Council cannot maintain a quorum. The suggested date of 22 August 2019 is proposed if this is the case. Alternatively Council could consider sending a Councillor representative who updates the Council and a future workshop.

At this stage the Strategy and Place Team are considering sending a representative to the Conference.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.6 Council builds strong relationships with other organisations to advocate for our communities

Operational Actions

Choose Operational Plan Activity

Costs and Benefits:

Councils 2019/20 Operational Budget provisions have been made for attendance at Conferences.

Conferences and seminar attendance for Councillors and the Mayor total of \$48,500 in the 2019/20 budget as per the values listed below.

Mayor	\$7,500
Deputy Mayor	\$6,000
Councillors x 7	\$5,000 each

Costs and Benefits:

Conference Registration per person	\$550
Accommodation (1 night @ \$290 each)	\$290

Cost per person **\$840**

COUNCIL SEAL REQUIRED:

No

Attachments

- 1 National Community Engagement Conference Program (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS**9.3 SEGRA (SUSTAINABLE ECONOMIC GROWTH FOR REGIONAL AUSTRALIA) CONFERENCE - RIVERS OF OPPORTUNITY: ACTIVATING YOUR POTENTIAL, 20-22 AUGUST 2019, BAROOGA NSW**

REPORT AUTHOR: GOVERNANCE & COUNCILLOR SUPPORT OFFICER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

To advise Council of the SEGRA Conference – Rivers of Opportunity: Activating your potential which will be held 20-22 August 2019 in Barooga, NSW.

RECOMMENDATION:**THAT COUNCIL:**

1. Consider attendance at the SEGRA Conference being held 20-22 August in Barooga.

BACKGROUND:

SEGRA, Australia's premier conference on regional issues, is about assisting regional, rural and remote Australia to source and identify the techniques, skills and issues they need to address to achieve successful economic growth and development. The **SEGRA** conference, established in 1997, provides a unique opportunity for all sections of the Australian community (rural and urban) to explore the key issues affecting regional, rural and remote Australia and be part of providing positive sustainable outcomes to ensure future prosperity.

REPORT:

The program for the conference is under separate cover.

If SVC August Council meeting/Workshop is rescheduled to the suggested date 22 August 2019 to accommodate those Councillors choosing to attend the National Community Engagement Conference in Canberra, those Councillors wishing to attend the SEGRA Conference will be absent from the August Council 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

4.6 Council builds strong relationships with other organisations to advocate for our communities

Operational Actions

2.1.10 Support the local horticulture industry in the development of

Financial and Resources Implications

Councils 2019/20 Operational Budget provisions have been made for attendance at Conferences.

Conferences and seminar attendance for Councillors and the Mayor total of \$48,500 in the 2019/20 budget as per the values listed below.

Mayor	\$7,500
Deputy Mayor	\$6,000
Councillors x 7	\$5,000 each

Costs and Benefits:

Registration per person	\$1295
Networking Dinner (20 August)	\$85
Conference Dinner (21 August)	\$150
Accommodation (2 nights @ \$300 each)	\$300

Cost per person **\$1830**

Policy, Legal and Statutory Implications:

Councillors Expenses and Reimbursement Policy requires Council to make a resolution on Conference attendance for those seeking Council's financial support to attend.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

That Council not send a representative to this conference.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 SEGRA 2019 Conference Program (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS**9.4 RENEWAL OF LGNSW MEMBERSHIP 2019/20**

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

EXECUTIVE SUMMARY:

The purpose of this report is to advise Council that membership with Local Government NSW will be renewed for the 2019/20 year however, a full cost benefit analysis is recommended to inform decision making in regard to the value of ongoing membership subscription beyond the 2019/20 period.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Renewal of LGNSW Membership 2019/20**
- 2. Endorse renewal of membership with LGNSW for the 2019/20 financial year**
- 3. Endorse a full cost benefit analysis be undertaken of Council's LGNSW Membership to determine if the membership is to continue beyond the 2019/20 Financial Year**

BACKGROUND:

Local Government NSW is the peak organisation that represents the interests of NSW general and special purpose councils and aims to strengthen and protect an effective, democratic system of local government across NSW by supporting and advocating on behalf of member councils and delivering a range of services.

Snowy Valleys Council has had a long association through membership to LGNSW both in the current entity and prior to that as Tumut and Tumbarumba Shire Councils.

There is growing discontent amongst a number of rural and regional councils, including three from within the Canberra Region Joint Organisation (CBRJO). Concerns regarding the benefit of membership to this body are based upon value for money and assessment around LGNSW's industry representation including development of the local government sector.

REPORT:

Snowy Valleys Council has received an invoice from LGNSW for membership for 2019-20, totalling \$40,253.33.

Council accesses LGNSW for advice and guidance largely in relation to human resource management issues and changes relating to the governance department, and have utilised services consistently to support the management of employees in the context of the amalgamation. LGNSW has also represented Council in workplace industrial relations matters.

Council has access to other services of LGNSW and, in addition, now has access to services through membership to the CBRJO. Some of these benefits appear to overlap and a comprehensive review and cost analysis is required to clarify the best value options for Council going forward.

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

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

Operational Actions

4.6.8 Maintain an active Regional Organisation membership

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The community will benefit from councils ability to access contemporary guidance, support and information	Nil
Environmental	N/A	Nil
Economic	Membership subscription funds professional advice and support	Costly annual subscription
Governance	Advice from LGNSW removes uncertainty, reduces risk, provides comfort and enables progress on issues and projects	Nil

Financial and Resources Implications

Whilst not included as an individual item in the Budget, the LGNSW Membership has previously been drawn from the Governance budget.

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
\$40,253 membership	Unknown – cost benefit analysis to be undertaken	Increased efficiencies through training	Clarity on HR and Governance issues with legal advice & industrial support
Costs related to annual conference		Removing uncertainty & reducing risk	

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The human resources and governance teams have a significant dependence on the workplace advisors within LGNSW. Replacement of this service would need to be factored in to the review and analysis of the membership benefits.

OPTIONS:

Nil in relation to this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Consultation**

Consultation was undertaken with the following Council work teams to determine level of support provided by LGNSW and budgeting information:

- Human Resources
- Finance
- Governance and Risk
- Community Development

External Consultation

Opinions were sought from the CBRJO and General Managers from neighbouring Councils as to their experience and current LGNSW Membership status.

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS

9.5 STATEMENT OF INVESTMENTS - MAY 2019

REPORT AUTHOR: SENIOR FINANCE OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

This report is to provide an overview of Council's cash and investment portfolio performance as at 31 May 2019.

Whilst our financial position as at the end of May 2019 is favourable, we are aware of significant expenditure on New Councils Implementation Fund Projects (NCIF) and Stronger Communities Infrastructure Fund Projects (SCIF) which is expected by 30 June 2019 due to completion of capital works programs.

Going forward it is proposed that a monthly financial performance report be presented to Council following the completion of the 2018/19 Financial Statements.

RECOMMENDATION:

THAT COUNCIL:

1. Receive the Statement of Investments as at 31 May 2019
2. Endorse the commencement of a monthly financial performance report on completion of the 2018/19 Financial Statements.

BACKGROUND:

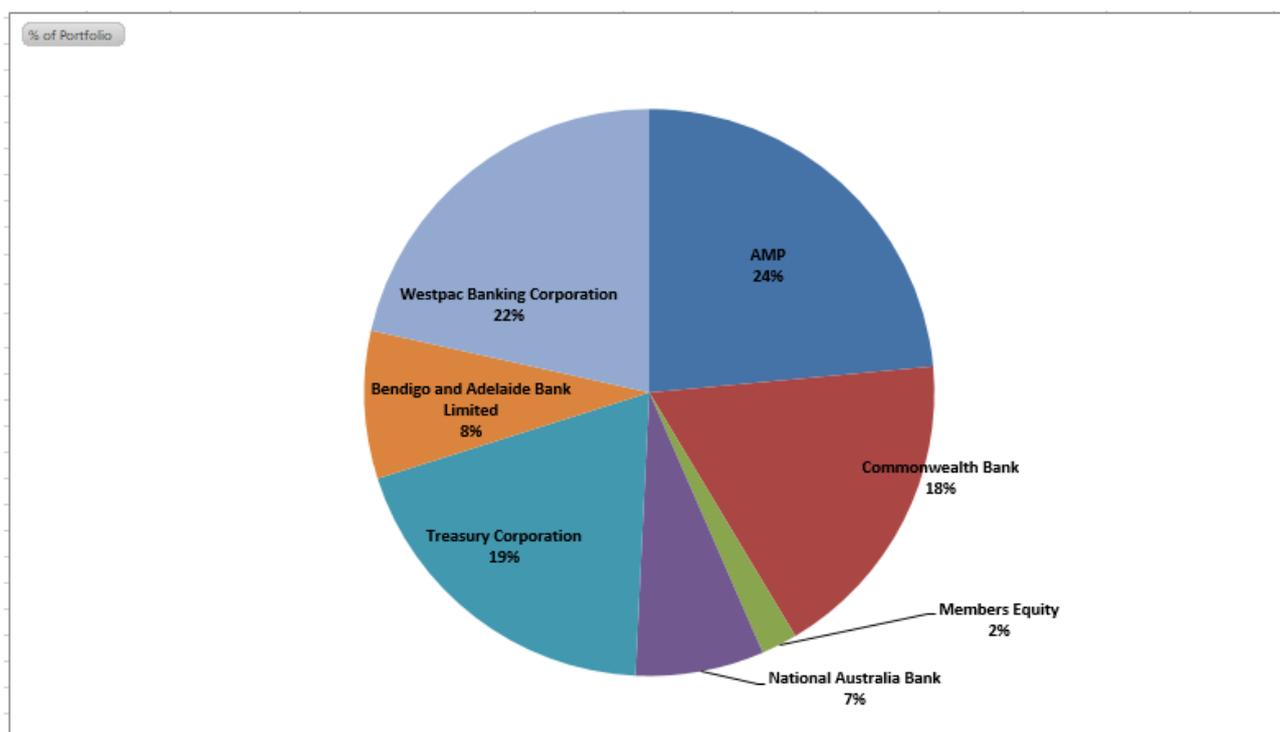
Nil

REPORT:

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

Combined Cash & Investments Table		31/05/2019					
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date	
Commonwealth Bank	\$ 14,659	-\$ 708	\$ 15,367	IWD Gen	1.40%		
National Australia Bank	\$ 154,639	\$ 106,568	\$ 48,070	W/Acct	1.50%		
Commonwealth Bank	\$ 873,974	\$ 1,500,907	-\$ 626,933	W/Acct	1.40%		
Commonwealth Bank	\$ 7,857,762	\$ 9,647,220	-\$ 1,789,458	At Call (BOS)	1.55%		
<i>Sub Total Cash & 11 am at Call Accounts</i>	\$ 8,901,034	\$ 11,253,988	-\$ 2,352,954		1.46%		
TCorp Investments (at Call)	Balanced Invested \$	Balanced Invested \$		Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)	
Treasury Corporation	\$ 531,816	\$ 530,919	\$ 897	at call	0.17%	2.16%	
Treasury Corporation	\$ 1,070,837	\$ 1,068,826	\$ 2,011	at call	0.18%	2.59%	
Treasury Corporation	\$ 3,300,257	\$ 3,300,453	-\$ 196	MTGF	-0.04%	4.82%	
Treasury Corporation	\$ 4,536,890	\$ 4,574,706	-\$ 37,816	LTGF	-0.83%	5.81%	
<i>Sub Total TCorp Investments at call</i>	\$ 9,439,800	\$ 9,474,904	-\$ 35,104		-0.13%		
Total Cash & At Call Investments	\$ 18,340,834	\$ 20,728,892	-\$ 2,388,058		0.67%		

	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	14/09/2018	2.80%	14/06/2019
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	25/06/2018	2.91%	25/06/2019
National Australia Bank	\$ 411,140	\$ 411,140	\$ -	27/06/2018	2.80%	27/06/2019
AMP	\$ 1,500,000	\$ 1,500,000	\$ -	17/07/2018	2.85%	17/07/2019
Westpac Banking Corporation	\$ 2,500,000	\$ 2,500,000	\$ -	23/07/2018	2.98%	23/07/2019
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	29/10/2018	2.65%	26/07/2019
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	20/02/2019	2.80%	21/08/2019
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	24/08/2018	2.90%	24/08/2019
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	4/09/2018	2.90%	4/09/2019
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	12/03/2019	2.65%	9/09/2019
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	12/03/2019	2.65%	9/09/2019
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	18/09/2018	2.90%	18/09/2019
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	19/09/2018	2.80%	19/09/2019
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	8/04/2019	2.55%	8/10/2019
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	8/04/2019	2.55%	8/10/2019
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2019	2.75%	14/10/2019
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	29/10/2018	2.73%	29/10/2019
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	20/11/2018	2.75%	20/11/2019
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	30/05/2019	2.10%	30/11/2019
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	30/05/2019	2.10%	30/11/2019
Westpac Banking Corporation	\$ 1,000,000	\$ -	\$ 1,000,000	31/05/2019	2.35%	31/12/2019
Westpac Banking Corporation	\$ 1,000,000	\$ -	\$ 1,000,000	31/05/2019	2.35%	31/12/2019
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000		16/01/2019	2.70%	16/01/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000		16/01/2019	2.70%	16/01/2020
Members Equity	\$ 1,000,000	\$ 1,000,000		25/02/2019	2.70%	25/02/2020
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000		23/05/2019	2.36%	23/05/2020
Total TD's	\$ 30,526,763	\$ 28,526,763	\$ 2,000,000		2.59%	
Total Cash & Investments	\$ 48,867,596	\$ 49,255,654	-\$ 388,058			



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.

As expected at this time of the year as major capital works are being undertaken Council's cash and investments holding will decrease. Cash and investments holding have decreased by \$388k during May 2019.

The following changes occurred to our term deposit and cash holdings for the month of May:

- Reinvestment Term deposits of 2 x \$500k with Bendigo Bank for 6 months at 2.1%
- New Term deposits of 2 x \$1m with Westpac for 7 months at 2.35%

- Reinvestment of Term deposit of \$2m in Westpac for 12 months at 2.36%

In line with Council's investment policy exposure to an individual institution, AMP is now limited to an exposure of 20% for an A-2 rated investment due to the recent downgrade in rating in March 2019 (current AMP exposure 23.53%).

As per policy, we will monitor and as investments fall due in June 2019 we will reduce AMP exposure to within policy as \$3m matures.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.3 Council has sound organisational health and has a culture which promotes action, innovation, accountability and transparency.

SUSTAINABILITY ASSESSMENT:

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
N/A	Increased revenue	Higher returns to ensure sustainability of Council	Higher returns on investments are always sought
N/A	Maximise return on investments	Funding of projects	Council reputation is supported by good investment decision making

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**9.6 ADOPTION OF FINANCIAL RESERVE MANAGEMENT POLICY**

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

EXECUTIVE SUMMARY:

For Council to adopt a Financial Reserve Management Policy

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Adoption of Financial Reserve Management Policy.**
- 2. Adopt the Financial Reserve Management Policy SVC-FIN-PO-056-01.**

BACKGROUND:

Council at its meeting held on 21 March 2019 resolved (M54/19 *in part*) “*That Council pursue the recommendation to develop a Reserve Management Policy*”.

REPORT:

Attached is a draft Financial Reserve Management Policy for consideration of Council.

Council currently has 70 internal and external financial Reserves as detailed in the 2017/18 Financial Statements.

The proposed Policy reduces this number substantially as too many Reserves tend to obscure the main focus and intent of why Council has Reserves and is setting aside funds.

It is generally considered better to have a smaller number (of higher level Reserves) that are more general but at the same time very specific as to the nature of the Reserve and therefore why the funds are being held.

Each Internally Restricted Cash Reserve contained in the draft Policy has:

- Rationale for the purpose of the restriction, and
- A specific formula (or other basis) for determining how much should be transferred to a Reserve.

Additionally it is important that each Internally Restricted Reserve has:

- A list of specific nominated project(s) or uses, and
- Timeframes relating to future use and drawdown of funds.

Following is a table showing which proposed Internally Restricted Reserve the current Internally Restricted Reserves would now fall into, whilst Externally Restricted Reserves will remain the same:

Proposed New Internal Reserve	Current Internal Reserve
Employee Leave Entitlement (ELE)	Employees Leave Entitlement
Plant Replacement	Plant and Vehicle Replacement
Insurance	Insurance
Information Technology	IT
Carry Over Works – General Fund	Carry Over Works Uncompleted Works Capital Projects
Risk Management	
Legal	Legal
Community Services	Community Services
Community Transport	Community Transport
Telecentre	Telecentre
Scholarships	Scholarship
Quarries	Quarry Rehabilitation and Capital Works General Gravel Pit Packards Pit
Waste Management	Other Waste Management
Aboriginal Brungle Reserve	Aboriginal Brungle Reserve PW
Section 355 Committees	Tumbafest Batlow Literary Institute Life Long Learner Camp Hudson Xmas Festivities Youth Council Tumut Boys Club Third Age Group
Deposits, Retentions and Bonds	Security Deposits
Asset Replacement	Asset Renewals Adelong Showground Airfield General Airfield Reseals Aerodrome Obstacle Lighting Public Amenities SWS Surplus Holding Account Tree Management Open Space Strategy Television Services Television Translator/Radio Playground Strategy Replacement of Office Equipment

Proposed New Internal Reserve	Current Internal Reserve
	Project Development SWS Contingencies Community Development Car Park Improvements Emergency Works Visy Emergency Works Bridge Maintenance Caravan Park Telstra Tower Talbingo Town Improvement IWD Plant Dividend IWD Dividend Reserve IWD Business Development IWD Staff Development Swimming Pools Hazard Reduction Shire Signage Saleyards Real Estate Asset Management Snowy Valleys Way Urban Stormwater

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.3 Council has sound organisational health and has a culture which promotes action, innovation, accountability and transparency

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

The establishment and management of a framework to externally and internally restricted financial Reserves on a monthly basis.

Costs and Benefits:

Greater transparency of Financial Reserves held and their purpose.

Policy, Legal and Statutory Implications:

“Internal restrictions shall include those assets, the uses of which are only restricted by a resolution of the elected council. These assets are disclosed with details of the nature of the internal restrictions.” (Office of Local Government – Code of Accounting Practice, code #27 page A-51).

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Monthly reporting of Reserve movements and balances keeps Council informed of funds held for a future purpose and strengthen financial reporting and performance.

OPTIONS:

To not adopt or amend the Financial Reserve Management Policy.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:**External Consultation**

Nil

Internal Consultation

The draft Financial Reserve Management Policy was reviewed by the General Manager, Director Internal Services and Division Manager Finance & IT for advice and approval.

Attachments

- 1 DRAFT Financial Reserve Management Policy (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS

9.7 MAKING THE RATE FOR 2019/20

REPORT AUTHOR: RATES / WATER OFFICER & FINANCE ASSISTANT
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

This report is to provide the ad valorem, base rate and charges for 2019/20 to make the rate which form part of the Revenue Policy.

RECOMMENDATION:

THAT COUNCIL:

1. Make the rate using the following ad valorem amounts, including under S.548 (3)(a) the maximum amount of a minimum ordinary rate to be \$540.00 (for former Tumut Shire Council):

Former Tumbarumba Shire Council Area:

Category	Base Amount	Ad Valorem (per 1 cent)	Estimated Yield
Farmland	98.12	0.4337	1,684,113.34
Residential	232.55	0.5888	500,557.91
Rural Residential	254.62	0.4371	224,272.24
Business		1.2713	148,525.13
Rural Clubs		0.5082	4,929.54
Inundated		0.8525	21,849.58
			2,584,247.74

Former Tumut Shire Council Area:

Category	Ad Valorem (per 1 cent)	Estimated Yield
Farmland	0.53449	2,349,627.09
Residential	1.02508	3,079,095.76
Rural Residential	0.75126	469,009.94
Business	1.59229	909,449.90
Inundated	0.96077	17,755.03
		6,824,937.72

2. Resolve and note in regards to S.537 of the Local Government Act (1993) that the base amounts are as stated below including the percentage which is in conformity with S.500 of the Local Government Act (1993) the percentage and amount the base amount will produce:

Category	No of Ass.	Base Amount (\$)	Ad Valorem (per 1 cent)	Total Base Amount (\$)	Total Ad valorem Amount (\$)	Estimated Yield (\$)	Base Percentage
Farmland	845	98.12	0.4337	82,911.40	1,601,201.94	1,684,113.34	4.92%
Residential Rural	352	254.62	0.4371	89,626.24	134,646.00	224,272.24	39.96%
Residential Business	1076	232.55	0.5888	250,223.80	250,334.11	500,557.91	49.99%
Rural Clubs	4		0.5082		4,929.54	4,929.54	
Inundated	2		0.8525		21,849.58	21,849.58	
						2,584,247.74	

3. Adopts an interest of 7.5% on overdue rates and water for 2019/20 as determined as the maximum interest rate in accordance with S.566 (3) of the Local Government Act 1993.

REPORT:

Council is required to adopt the rates and charges under the Local Government Act. Currently the Rates Freeze refers to amalgamated Councils remaining on the same rate path as they were prior to proclamation up until 2020.

The rate peg for 2019/20 has been set by IPART at 2.7%.

Former Tumbarumba Shire Council uses a base rate to which an ad valorem is added as their rating structure. Under S.500 of the Local Government Act (1993) the amount specified as the base amount of a rate (or the base amount of the rate for a category or sub-category of an ordinary rate) must not be such as to produce more than 50 percent of the total amount payable by the levying rate (or of the rate for the category or sub-category concerned) on all rateable land subject to the rate (or the rate for the category or sub-category concerned).

Former Tumut Shire Council use a minimum rate whereby each rateable property is charged \$540.00 as a minimum. This amount is set by the Office of Local Government following a recommendation by IPART.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

**Integrated Planning and Reporting Framework:
CSP Outcome 2028**

Theme 4: Communication & Engagement

Delivery Outcomes

4.3 Council has sound organisational health and has a culture which promotes action, innovation, accountability and transparency

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Levying Ordinary Rates provides approximately \$9.41 million towards the provision of services to the Snowy Valleys community.

Costs and Benefits:

Nil.

Policy, Legal and Statutory Implications:

Section 537 of the Local Government Act (1993) (b) the percentage, in conformity with section 500, of the total amount payable by the levying of the rate, or the rate for the category or sub-category concerned of the ordinary rate, that the levying of the base amount will produce. Section 535 of the Local Government Act requires a rate or charge to be made by the resolution of Council.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Legislative regulations are being fulfilled by setting and levying annual rates and charges.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS**10.1 ADOPTION OF INTEGRATED PLANNING AND REPORTING DOCUMENTS FOR 2019/20**

REPORT AUTHOR: STRATEGIC PLANNING & ENGAGEMENT OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

EXECUTIVE SUMMARY:

Council resolved at its April meeting to place the Integrated Planning and Reporting documents for the 2019/20 financial year on public exhibition.

The exhibition period has now closed and Council must consider the submissions and make relevant amendments to the documents prior to adoption.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the adoption of the Integrated Planning and Reporting Documents.**
2. **Following the public exhibition period, Council adopts the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per attached feedback submission summary:**
 - **Operational Plan 2019-20 (incorporating Revenue Policy);**
 - **Fees and Charges 2019-20;**
 - **Operational Budget 2019/2020; and**
 - **Resourcing Strategy including (incorporating Long Term Financial Management Plan, Workforce Management Plan & Asset Management Plan)**
3. **Not proceed with the proposed amendment to the Delivery Program regarding the Special Rate Variation.**
4. **Respond to community members who made submissions advising of the Council Resolution.**

BACKGROUND:

The Integrated Planning and Reporting (IP&R) process requires all NSW Councils to have:

- A ten year Community Strategic Plan
- A four year Delivery Program
- An annual Operational Plan
- A Resourcing Strategy including an Asset Management Plan, a Long Term Financial Plan and a Workforce Management Plan.

Council needs to provide an annual Operational Plan, Fees and Charges and Operational Budget that can be shared in draft form with the community for feedback ahead of adoption by 30 June, 2019. Where amendments are made to the Delivery Program and Resourcing Strategy, including the Asset Management Plan, a Long Term Financial Plan and a Workforce Management Plan, these must be shared and revised using the same process.

Council invited public comment and submissions on the IP&R documents for 2019/20 and beyond. The engagement channels used included:

- A reconvening of the Community Sounding Board (CSB) (their discussions formed one collective submission).
- Activation of the “Your Voice” portal on the SVC website.
- An invitation for community groups to host targeted briefings.
- Media releases and associated newspaper articles.
- Radio discussions.
- Social media promotion.

REPORT:

Council received a total of 61 submissions, including 3 submissions received after the closing date.

- The vast majority came from the southern part of the region (59).
- 42 of the submissions followed the suggested structure and recommendations of an independent community newsletter circulated in May.
- Many submissions covered multiple topics.
- Very constructive and detailed feedback was provided through the CSB and the Tumbarumba Chamber of Commerce submissions.
- The CSB feedback included comments and suggestions that have been allocated against 38 relevant OP actions. General feedback on the IP&R process and suite from the CSB has been acknowledged in the engagement summary. The majority of these comments require SVC to either answer questions, amend actions or make our intentions clearer.

A high level breakdown of the submissions are shown by theme in the below table:

Topic	Submission numbers	Recommendation
Special Rate Variation (SRV)	42	Council’s efficiency program along with the Resourcing Strategy reflects that we can defer the need for a Special Rate Variation at this time. Recommendation to set aside Delivery Program amendment for 19 / 20 year.
Strong objection to Rate Increases above CPI and rate harmonisation	42	Rate harmonisation is a legislative requirement. At this stage no proposed change to current plans but ongoing communications and engagement is required to inform public discussion and to reduce incorrect assumptions and speculation.
Staff cuts in Tumbarumba	42	SVC has maintained the required staffing levels in Tumbarumba. This information will be reported on a

Topic	Submission numbers	Recommendation
		Statutory Basis in the Half Yearly and Annual reports.
Establishment of Business Unit Snowy Works and Services	42	No intension to create a separate entity. Community needs to be made aware of councils need to undertake private works to supplement its income.
Sale of Council Assets	42	As part of the ongoing resourcing strategy and renewal of assets, Council will from time to time have the need to sell assets. This will be in response to a needs analysis on the grounds of sustainability.
Tumbarumba would like a public meeting to discuss documents	42	Community groups across the Local Government Area were emailed to ask them if they would like to host a meeting where representatives from Council would attend to address their questions. We also hosted the CSB session which was attended by a cross section of the community who provided feedback and suggestions to the documents. Council will also respond individually to requests where we are provided with contact details.
Stop using consultants	6	Use of consultants will be continually reviewed and Council informed as to their usage. The need to deliver projects over and above our business as usual programs has driven the need for consultants. Council will continue to use consultants for specialised one off type projects where it is more financially viable to do so.
Review free Pool Entry	3	This topic is subject to a separate report to be tabled at the July Council meeting.
Work on the budget and figures quoted in the plans	3	All documents have been reviewed and corrections made where required. Under Major projects the figures shown were for the total project, in the budget it shows only funds due to be expended in the next financial year.
Balance the Budget	2	It was anticipated that amalgamated Councils would have a deficit budget for a number of years as they invested in setting up the new

Topic	Submission numbers	Recommendation
		organisation and spending the funds received.
Adverse feedback regarding the DA process	2	We will be looking at undertaking a Voice of the Customer exercise to gather feedback which will be used to allow a review of our processes. We will also work to improve the customer experience and become more transparent throughout the DA process.
No Multi-Purpose Centre for Tumut	2	Without funding from State or Federal Governments for the cost of preparing a business case, the Multi-Purpose Centre project will not progress. As part of our adopted Advocacy Plan we will continue to look for government assistance for these projects.
Waste Management Fees	2	SVC is focused on delivering better services with regards to Waste Management. This includes introducing organic collection services along with improving our recycling capacity at all waste centres.
No funding for Growth - Snow View Stage 3 development	1	A snow view stage 3 business case will be presented to council at the June meeting outlining investment timing options. The outcome of this can be shared in late June.
Perceived increase in fees and charges above CPI	1	Fees and Charges increased at a level below the Government regulated Rate Cap. The fees that were increased above this were increased in line with the cost of the service being provided.
Form a working relationship with Towong Shire to continue the focus on increasing Tourism and Economic Development opportunities of the region	1	Council will continue to have a presence on the board of Upper Murray 2030 and will continue to seek out opportunities to work in partnership with our neighbouring councils on a case by case basis.
Request to omit 1.1.6 as we do not coordinate the grant.	1	Amend wording to "Partner in coordination of" Delete mention of Hyne Community

Topic	Submission numbers	Recommendation
		Trust Grant
Increase of 1 cent to the Fuel Levy	1	Maintain current 5 cent aviation fuel levy and request Assets Team to investigate the process for future annual price reviews.
Increase grading to Brindabella Road	1	All grading to roads occurs as part of our annual roads maintenance program, Council will monitor all roads to ensure safety and limit road denigration. Our residents can contact us at any time and log maintenance requests.
CSB submission and OP recommendations	1 (collective submission covering 38 comments)	Refer to Engagement Feedback Summary, Attachment 1.
Exempt Brindabella residents from \$51 waste service fee	1	Waste service fees will remain in place for all residents across the Local Government Area.
Grant administration- Request to omit Action 1.1.6 in OP as we do not coordinate the grant.	1	Amend wording to "Partner in coordination of" Delete mention of Hyne Community Trust Grant
No Multi-Purpose Centre (MPC) for Tumut	1	Without funding from State or Federal Governments for the cost of preparing a business case, the MPC project will not progress. As part of our adopted Advocacy Plan we will continue to look for government assistance for these projects.
Aviation fuel levy	1	Maintain current 5 cent aviation fuel levy and request Assets Team to investigate the process for future annual price reviews.

Detailed submission feedback and recommendation are detailed further in Attachment 1, Engagement Feedback Summary.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.5 Council demonstrates strong leadership through a governance framework which drives progress towards achieving the community vision

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate services are provided to the community and transparent planning provides confidence in Council's ability to deliver on the community's priorities.	The proposed fees and charges changes may be seen as having potential social impacts that will need to be captured and understood through engagement.
Environmental	Planning the provision of services that improve environmental outcomes within Council's area of influence	Environmental impacts will need to be identified and managed closely given the scale of developments outlined in the Operational Plan.
Economic	The plans assist in improving community and investor confidence in the region through demonstration of gradual improvement in delivery and of key economic initiatives.	There may be a perception that Council needs to more than an enabler in Economic Development and SVC's role will need to be clearly outlined.
Governance	This report is required to demonstrate to the community and government the appropriateness and transparency of Council's decision making processes.	The community sentiment may include an ongoing theme around rejection of 'over-consulting' that will need to be countered through demonstration of progress and decisive action.

Financial and Resources Implications

The adoption of these plans will incur associated expenses and resource implications for their successful implementation. These commitments are outlined in the budget provided.

Costs and Benefits:

The cost of these plans is outlined in the draft 2019-2020 budget.

The delivery of these plans will continue Council's delivery against the aims and aspirations of the Community Strategic Plan and Delivery Program.

Policy, Legal and Statutory Implications:

IP&R process must be undertaken in accordance with Section 402 – 406 of the Local Government Act 1993 and the Local Government (General) Regulation 2005. Section 402-406 of the Act outline the requirements of:

402 Community strategic plan

403 Resourcing strategy

404 *Delivery program*

405 *Operational plan*

406 *Integrated planning and reporting guidelines*

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a risk that the draft plans provided with this report are not understood by the community and therefore, a detailed communications and engagement approach will be applied, as outlined below.

OPTIONS:

- 1. Amend the proposed documents prior to adoption** - Preferable option. The strong community feedback has recommended a number of amendments to the documents in Attachment 1, Engagement Feedback Summary.
- 2. Not amend the proposed documents prior to adoption** – Undertaking this option is not desirable as there have been some important matters identified by the community which require amendments to the documents prior to adoption.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Substantial community consultation and engagement has been undertaken since the document have been placed on public exhibition at the April Council meeting.

External Consultation

- A reconvening of the Community Sounding Board (CSB) (their discussions formed one collective submission).
- Activation of the “Your Voice” portal on the SVC website.
- An invitation for community groups to host targeted briefings.
- Media releases and associated newspaper articles.
- Radio discussions.
- Social media promotion.

Internal Consultation

Since the exhibition period closed, extensive internal consultation has been undertaken with relevant subject expert staff. Proposed recommendation and amendments have been presented to both the executive team and Councillors.

Attachments

- 1 IPR Engagement Feedback Summary (under separate cover) ⇨
- 2 IPR Community Feedback Online (under separate cover) ⇨
- 3 Operational Plan 2019-20 (under separate cover) ⇨
- 4 Fees & Charges Schedule 2019-20 (under separate cover) ⇨
- 5 Operating Budget Summary 2019-20 (under separate cover) ⇨
- 6 Resourcing Strategy 2019-20 (under separate cover) ⇨

10. MANAGEMENT REPORTS**10.2 SNOW VIEW ESTATE STAGE 3 DEVELOPMENT**

REPORT AUTHOR: DIVISION MANAGER STRATEGY & PLACE
RESPONSIBLE DIRECTOR: DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

EXECUTIVE SUMMARY:

The purpose of this report is to assess options and provide a recommendation around the preferred development timing for the third stage of the Snow View Estate in Tumberumba. This recommendation will inform the allocation of funds for the 19/20 and following financial years.

The analysis completed has led to a recommendation to proceed with the preliminary works, (including subdivision and design plans) for the third stage in the 2019/20 financial year but defer the stage 3 construction until sufficient demand is determined. The rationale for this is outlined below.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receives the report on Snow View Stage 3 development.**
- 2. Proceed with the development of Snow View Estate Stage 3 to complete final design, subdivision plans and relevant Development Applications and Construction Certificates in 2019/2020, and endorse the allocation of \$30,000 funded from the Real Estate Asset Management Reserve for these works.**
- 3. Defer commencement of civil construction works for Stage 3 for consideration in the 2020/2021 budget, allowing time to monitor growth and demand, unless an unforeseen spike in demand requires this to be brought forward into the 2019/2020 budget.**
- 4. Endorse a funding allocation of \$5,000, funded from the Project Development Reserve, for a marketing campaign that promotes the regional/rural lifestyle of the Snowy Valleys for the sale of the remaining blocks in Stage 1 and 2 in 2019/2020.**

BACKGROUND:

Snow View Estate was developed around the following objectives:

- Create executive housing to attract new professionals and their families.
- Support growth in the local population.
- Support increased economic activity.
- Increase housing options and supply to respond to potential demand spikes.

Stage 1 of Snow View Estate was completed in 2007 and Stage 2 was completed in 2015. The first two stages provided 45 lots for development.

While strong sales were experienced in previous years, the rate of sales has slowed over the last 6-12 months. Through this slowing, and there is a reasonable level of available opportunities for new house developments within the existing stages, in addition to a strong supply of housing and land stock in the wider Tumberumba area.

Within Stage 1 and 2 there are 2 houses for sale, 10 blocks for sale and 4 undeveloped blocks under private ownership. Two of the allotments that remain are also the largest and most expensive.

In October 2018 Council resolved to consider allocating funds to move forward with construction of stage 3 in the 2019/2020 financial year, however since then, no Council owned blocks in Stage 1 and 2 have sold.

This report provides further information to inform a decision on whether to commence construction in 2019/2020 or defer until 2020/2021.

REPORT:

Situational analysis

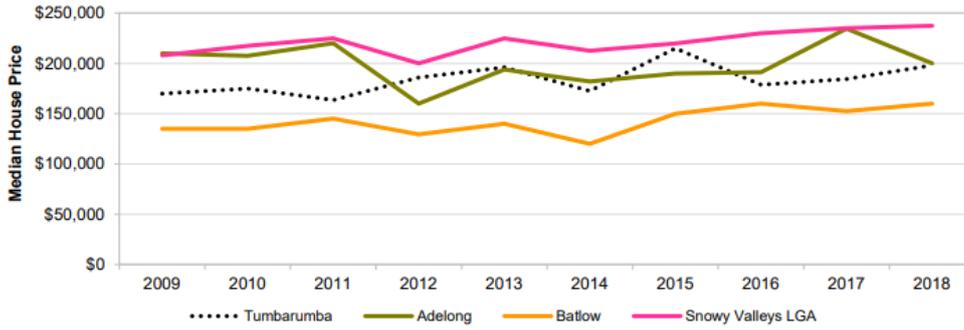
Snowy Valleys Council is committed to developing the third stage of the Snow View Estate to meet the stated investment objectives.

The timing for this development has required further analysis, as, despite reasonable historical sales rates, a recent slowing in sales and a substantial level of housing supply has created a risk of short-term over supply. Council is also conscious of controlling expenditure to ensure it continues to progress towards a sustainable financial future. While there have been some calls from the community to progress immediately with the third stage, it is prudent to consider timing the investment to align with when the demand is evident and likely to produce a quick uptake of new housing blocks.

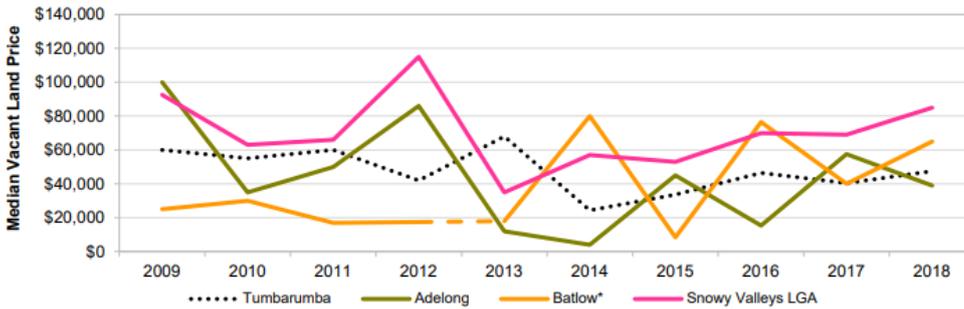
While Snow View Estate has targeted purchasers from executive backgrounds, it has not been able to attract the level of interest originally desired. This may have led to less sales than anticipated in stage 1 and 2. Statistical analysis of the Tumbarumba property sales trends also demonstrates that the Snow View properties price range (when fully developed with a new house) fall into a much weaker market sales segment. Historical and recent sales data from Tumbarumba shows a strong market for entry level purchasers and those seeking residential property and investments under \$200,000. The price of current lots in Snow View ranges from \$40,000 - \$75,000. With the added cost of house construction, the overall cost of house and land exceeds the most in demand price point. The current market also shows a range of mid and higher priced (above \$350,000) property for sale.

An analysis of sales from across Tumbarumba and the Snowy valleys LGA over the last 10 years show there has been a relatively steady median value of vacant land and house sales.

HOUSE MARKET COMPARISON

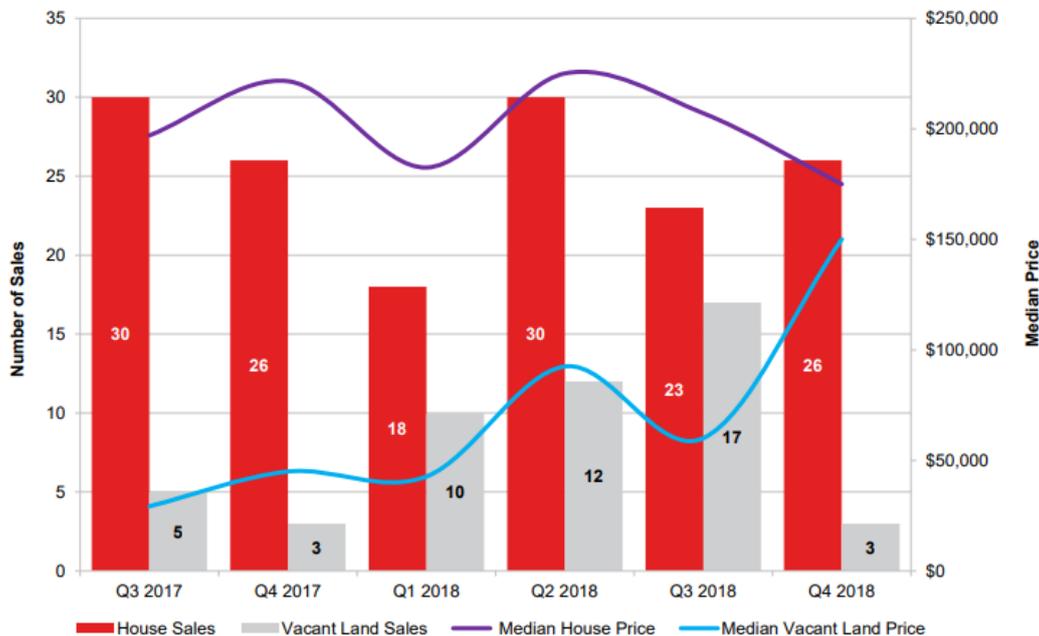


VACANT LAND MARKET COMPARISON



*A dashed line in Batlow's median price trend indicates no transactions occurred within the period. Consequently, the median price from the previous year is used. Source: APM Pricerfinder. © Copyright PRDnationwide 2019.

SALES AND MEDIAN PRICES**



**Annual growth represents price growth for property transactions between Q4 2017 to Q4 2018 (inclusive). **Tumbarumba market data and key indicators encapsulates aggregate property market conditions in the following suburbs: Tumbarumba, Khancoban, Rosewood, Humula, Jingellic and Laurel Hill. Source: APM Pricerfinder. © Copyright PRDnationwide 2019.

Land sales in Tumbarumba have been low when compared to house sales and there appears to be less demand for vacant lots when reasonably priced, already constructed houses are available. The relatively high volume and value of sales in Q3 2018 can be linked to sales in the higher price point, including agricultural land in outlying areas of Tumbarumba, whereas the normally lower number of land sales and median value reflects residential land lots. In 2019 the lack of sales in Snow View are indicative of this trend.

Lack of Snowy 2.0 impacts to date

Despite the anticipated upswing in demand from the Snowy 2.0 project, to date there has been little impact on the Tumbarumba property market. Through discussions with local real estate agents, SVC understands that to date there has been only one clearly identified Snowy 2 property enquiry.

At this stage it could be assumed that more of the property investment is flowing to the Snowy Monaro region, despite the encouragement of Snowy Valleys Council and our community and business partners. It is reasonable to assume that the larger Snowy 2 construction contractors (Future Generation and Transgrid) may prefer to locate their executive staff close to the client's larger offices in Cooma or Sydney, or fly them in and out as required in a similar way to the construction workforce. There may also be a greater focus on utilising executive rental properties as opposed to outright purchases to meet a short term need. While this may change as we move from the exploratory works stage into the main construction period, there is nothing definitive in the contractors plans outlined to date that points to a spike in demand for the Snow View Estate level land product as a result of Snowy 2.

In terms of construction workers, it appears unlikely that they would be looking to purchase local property given they are likely to be living in temporary worker accommodation that can support a rotating shift roster, and the majority of this is set to be at the construction site. It is understood that Future Generation intend to accommodate the majority of their construction workforce at the construction site at Lob's hole. Transgrid are expected to have a similar approach but they are understood to be considering locating part of their workforce in a nearby town through development of temporary worker accommodation. Transgrid also has a much shorter construction period to manage at approximately 18 months. The level of local accommodation required to support their ongoing wider network augmentation program is unclear, but it is likely to be far less than what's required to establish the new Snowy 2 connections.

As per each previous stage, the intention is to sell the current Council owned house in order to fund development of a new house in the third stage to support new activity. With this in mind, it may well be prudent to wait another 12 months to do this given there may be an opportunity to gain benefit from more capital growth if Snowy 2 does have an impact on housing demand.

The proposed approach

The recent trend of slow sales in Snow View Stages 1 and 2, general regulatory conditions, including stricter mortgage lending requirements, and competition within the market, make it prudent to focus on selling the remaining lots in Stage 1 and 2. Therefore, it is proposed that the development of Snow View Estate Stage 3 proceed in two parts and \$40,000 be allocated in the 2019/2020 budget and the construction capital investment of \$916,000 is proposed to be funded in 2020/21.

This approach can provide Council with continued momentum in the development of the Estate, without creating the risk of over-supply or unnecessary holding costs. Through completing the steps required to make the third stage "shovel-ready", Council can monitor demand, promote the remaining blocks to accelerate their sale and proceed to construction between September and December 2020. If a demand spike becomes evident during that period, Council can move to bring forward the commencement of construction and amend the budget through the appropriate process.

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

Choose Outcome

Operational Actions

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Support land supply to support a range of housing types to encourage local diversity as well as provide housing options for health professionals.	The pricing of snow view houses may be seen as out of the affordable range for locals.
Environmental	Encourage developments that embrace and promote our natural landscapes.	Expansion of housing outward from the town into previously open spaces includes impacts that will need to be managed closely.
Economic	Attract more families to our region, including executives to help grow the population and increase business activity.	If the estate is developed too far ahead of demand it may provide a local negative impression and have financial implications.
Governance	Council plays a role in encouraging and facilitating new land development and partners with local agents to promote sale of existing and future blocks.	When Council takes on a developer role there will always be risk around management of commercial transactions and this must be managed closely.

Financial and Resources Implications

The total cost of developing stage 3 of Snow View estate is \$956,214.00. This expenditure is proposed to be broken into two phases as outlined below.

- 2019/2020: Preparing detailed design and subdivision plans that are adjusted for saleability and constructability. Based on previous expenditure for similar plans in Stage 1 and 2 and the plans that are already available, an allocation of \$30,000 in the 2019/2020 budget is needed. This will also cover the cost of development applications. This work could be done over a 3 month period between July and September 2019. It is also proposed that \$10,000 also be allocated for marketing of the existing unsold blocks to encourage sales and generate interest. This fits into Council's wider economic development strategy of investment attraction in the region.
- 2020/2021: Construction of Snow View Estate Stage 3. This is expected to take around three months and could be completed between September and December 2020.

There are two options for funding the third stage of Snow View Estate.

The first is to fund it entirely from Council reserves. The Capital Projects Reserve has over \$4 million currently available for use in this area. Use of this fund for this purpose would need to be specifically agreed by Council.

The second is to use a mixture of reserve funds and an external loan. The suggested breakdown would be a split of \$500,000 loan funded and the remainder through an appropriate reserve. The loan payback period would be 20 years with a monthly payment of \$3093.51 throughout the term.

Costs and Benefits:

In October 2018, Council were presented with financial modelling using a cost estimate provided by Internal Works and Services and historical income from Stages 1 and 2 adjusted for CPI. These figures have been adjusted based on reassessed capital expenditure costs and a decrease in the number of blocks that will be available in Stage 3. The initial concept was for 21 blocks, but this has been reduced to 18, with 3 potential lots being deemed non-residential due to a water course that flows through the area. The attached schedule of rates outlines the cost breakdown for construction.

The proposed investment has been modelled with and without the inclusion of rates as revenue. Where rates is included, a positive return is shown with an Internal Rate of Return of 8 percent over 10 years and 14 percent over 20 years.

	10 Years	20 Years
Stage 3		
Cap Expenditure	-956,214.00	-956,214.00
Sales	878,766.00	878,766.00
Rates	225,228.87	687,466.68
Total	\$147,780.87	\$610,018.68
IRR	8%	14%

Where rates has been removed as a revenue source in the modelling, an IRR of -6% is the result. Based on this level of return, it is very unlikely that a commercial investor would take on this development. This would leave Council as the primary developer and Council would need to be satisfied that it is worthwhile to proceed purely based on achieving the investment objectives, despite the negative return.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Investment of this nature carries a business risk. It will be managed in accordance with Council's risk management framework and governance policies.

OPTIONS:

The Council can choose to:

1. Progress with preparation of Snow View Estate to be shovel ready during 2019/20, with a view to construct in 2020/21.
2. Prioritise construction and schedule this for October 2019/20.
3. Defer Snow View Stage 3 development until a later date.

COUNCIL SEAL REQUIRED:

Yes, to authorise the disposal of land.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Snow View Stage 3 has been identified as a priority project for the Tumbarumba community by the Tumbarumba Chamber of Commerce and most recently during community engagement undertaken for the Integrated Planning and Reporting process. Lack of quality residential land and housing has also been identified as a key constraint to the continued economic development of the Snowy Valleys region.

There has also been discussion with Real Estate agents to determine sales figures and demand. It is recognised there is interest from potential buyers.

Internally there has been extensive consultation and collaboration between staff from Strategy and Place Division, Infrastructure Works and Finance to reassess the financial model and capital expenditure needed.

Attachments

- 1 Plan of Stage 3 [↓](#)

10. MANAGEMENT REPORTS**10.3 TUMBARUMBA CARAVAN PARK STAGE TWO**

REPORT AUTHOR: DIRECTOR ASSETS AND INFRASTRUCTURE
RESPONSIBLE DIRECTOR: DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

The Tumbarumba Creek Caravan Park Revised Master Plan has been completed to inform stage 2 of the Tumbarumba Caravan Park. In recognition of the protracted process for securing a lease for the caravan park, the month-by-month agreement with the current caravan park managers has been ended, with a vacate date scheduled for 30 June 2019.

This report outlines the immediate actions and costs to enable the continued operation of the Tumbarumba Caravan Park, and the next steps to the future management.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Tumbarumba Caravan Park Stage Two**
2. **Endorse the scope of works for Stage 2, Step 1 as:**
 - a. **Construct new park entry, residence and office**
 - b. **Maintenance of amenities building**
 - c. **Fencing of caravan park**
 - d. **Caravan dump point**
 - e. **Electronic booking system**

To be funded from the Australian Government Grant for upgrade of the Caravan Park

3. **Endorse the provisions to maintain the operations of the Tumbarumba Caravan Park following the vacating of the current lessee, including the engagement of a caretakers recruitment company to provide temporary caravan park managers**
4. **Acknowledge work to date in preparing for business continuity for the ongoing operation of the caravan park from 1 July**

BACKGROUND:

The Tumbarumba Caravan Park Redevelopment Project commenced in late 2015, with Sustainable Park Solutions being engaged to develop a Master Plan for the Tumbarumba Caravan Park. The plan was adopted by Tumbarumba Shire Council in March 2016. This plan presented a program to redevelop the caravan park from a tired facility into a caravan park that had worker accommodation, and provided an attractive amenity to tourists and itinerate.

In late 2016 the newly merged Snowy Valleys Council applied for a grant from the Australian Government Department of Infrastructure and Regional Development. This funding deed was signed executed by the Snowy Valleys Council Administrator in August 2017.

The agreed activity to be undertaken for the redevelopment of the Tumbarumba Creek Caravan Park included:

Tourism Infrastructure comprising:

- installation of at least two water mains of at least 200 metres in length, at least two sewer mains of at least 200 metres in length, at least one power mains of at least 400 metres in length and at least three sub-mains of at least 100 metres in length;
- construction of at least two internal roads of least 140 metres in length and four metres in width and at least one new concrete and steel vehicular bridge of least three metres in width and at least five metres in length.

Park Entry, Reception and Residence comprising

- construction of a new park entry of at least 60m²;
- installation of at least one entry sign;
- reception area of at least 24m² and manager residence of at least 70m²;
- installation of at least one boom-gate; and
- installation of fencing of at least 100 metres in length and 1.8 metres in height.

New Tourist Accommodation comprising:

- construction of at least two 2-bedroom cabins of at least 50m² each; and
- construction of at least four ensuite units of at least 12m each;

New Workers' Accommodation includes 16 building modules for the construction of two complete eight complexes with a building footprint of at least 500m² each comprising:

- construction of at least thirteen bedroom units, at least one three bedroom unit; and
- at least two laundries
- installation of at least two BBQ shelters; at least two fire pits; and
- landscaping of at least 200m².

The grant funding agreement is conditional on achieving completion of these works in percentage milestones.

The December 11, 2018 Council Report on the Tumbarumba Caravan Park resolved to:

- Note the outcomes of the independent review of the project development and management
- Not progress with Stage 2 works for the Redevelopment of Tumbarumba Caravan Park until a new Project Management Plan (PMP) complete with fully costed options, risk management strategy, negotiation strategy and timelines is fully developed and funded
- Develop and implement a comprehensive engagement and communication plan that includes regular updates on progress (political, physical and financial) throughout the project.
- Note the status of the current leasing arrangements for the operation of the caravan park as referred to in this report. Proceed with the development of a new long term lease agreement for the caravan park and seek submissions from perspective operators through a public tender process.

- Note the funding arrangements for Stage 1 works undertaken in the 2016/17 and 2017/18 financial year, being for the amount \$1,574,378.84 funded from cash reserves as an interim funding arrangement until the other sources of funding can be expedited.

(Note: expenditure at time of report was \$1,894,980.50 at 11/12/18. Amount quoted of \$1,574,378.84 represents expenditure following transfer of expenditure to water and sewer reserves)

REPORT:

In January 2019 the PMO commissioned Sustainable Park Solutions to review the previous Master Plan for Tumbarumba Creek Caravan Park and provide a plan to develop Stage 2 of the caravan park and undertake compliance audits on Batlow, Adelong and Tumbarumba caravan parks.

A key recommendation of the consultant's report was to end the current month-by-month arrangement with the current lessee, and appoint temporary caravan park managers until such time as Council determines the direction it would like to take with the park.

The lease was ended on 3 April 2019 with a vacate date of 30 June 2019.

Council Officers have commenced the engagement of a temporary caravan park manager for a period of nine months to allow for Council to undertake development and advertisement of a lease for the caravan park. A management company has been engaged, and will provide temporary caravan park managers to commence in June 2019.

Further key recommendations from the Master Plan for Tumbarumba Creek Caravan Park report are:

Recommendation	Action
Complete landscape softening treatments around The Lodge. Estimate around \$25,000.	Identify sources of funding to undertake these works
Complete camp kitchen and undertake suitable landscape treatments.	Camp kitchen completed
Undertake a WH&S audit at the caravan park to identify work, health and safety issues.	Completed
Establish new brand and positioning for Tumbarumba Creek Caravan Park.	Develop when interim managers engaged
Develop new website for Tumbarumba Creek Caravan Park.	Develop when interim managers engaged
Implement online direct and third-party bookings.	Develop when interim managers engaged
Implement a regular program of social media updates via Facebook and Instagram.	Develop when interim managers engaged
Build stronger relationships with local Visitor Centres and provide guest feedback cards and a Trip Advisor link on the park website.	Develop when interim managers engaged
Complete Stage 2 Capital Works - Lessee \$613,000, Council \$707,900.	Undertake immediate work to facilitate temporary park management and ready for long term lease.

Recommendation	Action
	Detail the costs and funding options for this work as part of business case for new lease
Complete Stage 3 Capital Works - Lessee \$520,000, Council \$416,600.	Detail the costs and funding options for this work as part of business case for new lease

Addressing the outstanding items on the list is proposed to be undertaken in a two-step process:

Step 1 – Immediate Works

Immediate capital works required have been drawn from the master plan report, compliance report of the caravan park and those commitments of Council identified within the Federal Government Grant that are outstanding.

Scope of works	Cost	Timeframe
Park entry – includes boom gates and signage	\$80,000	August
Reception and Residence plus install	\$300,000	
Repair of Amenities Building	\$20,000	August
Park facility is fenced	\$93,000	August
Dump point	\$10,000	August
Temporary office (whilst new residence and office is constructed)	\$1,600	June
Electronic Booking Programs, website etc.	\$15,000	June
Total	\$520,000	
The Tumbarumba Caravan Park management	\$10,300 per month	Commence June

Completion of these works will ensure the Tumbarumba Creek Caravan Park remains open and operational during the transition phase of tendering for a new lessee. The works are proposed to be funded from the yet unclaimed Federal Grant claim of \$520,000.

Discussions with the Department of Infrastructure and Regional Development and Cities has been positive towards a variation to the funding agreement to remove requirements of the lessee from the funding schedule. This will mean that Council will have completed its commitment to the grant, and the full payment of the funding amount can be realised.

The application to vary the schedule is being prepared, and will be lodged with the department in the month of June.

Step 2– Business Case

Develop a Business Case for possible further investment and lease options for the caravan parks in the Snowy Valleys Council, including application of a consistent strategic approach to leasing out Tumbarumba, Batlow and Tumut caravan parks together as one package.

The business case will test these possible options for council lease process:

1. Entering into a Private Public Funding arrangement with businesses within the shire that require cabin accommodation into the near future at both Tumut and Tumbarumba.
2. Council investment in cabin accommodation in both Tumut and Tumbarumba and lease out to interested park operators.

3. Council lease out facilities with a share approach to investment of future infrastructure with future park operator/lessee

Developing a Business Case on the most effective lease option informs council and allow these council assets to be developed into important commercial entities and support tourism. The business case would also advise on best marketing strategies for these assets within the Snowy Valleys Council.

Timeframes for completion of the business cases is scheduled for late August 2019, and will be undertaken through internal staff resources. This timeframe will allow for consideration and provision of any further investment that may be supported from the business case process.

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

2.2 Encourage sustainable tourism initiatives which create employment and boost the local economy

Operational Actions

2.2.2 Investigate funding programs that increase opportunities to take

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Provision of affordable accommodation and recreation facilities for visitors and seasonal workers, families in crisis, emergency workers and locum hospital staff	Delays to the completion of the redevelopment of the caravan park impacts the capacity of the park to increase accommodation options
Environmental	Reducing the number of persons residing in tents will reduce the impact on the camping and surrounding areas	Construction of this facility has changed Council's environmental footprint from sporting fields to accommodation
Economic	Construction of the accommodation units with increased capacity presents opportunities to attract visitors to the region, boosting economic development opportunities	No long term lease on the Tumbarumba Caravan Park impacts on the financial return of this facility. A lease cannot be developed until Stage 2 of the redevelopment is completed and potential lessees' know what they will be investing in
Governance	Consultation with the current lessees is ongoing focusing on the elements to move forward with this project	Community concerns and clearly defining what the Tumbarumba caravan Park redevelopment project was to include and not include affects the Councils reputation and capacity to manage expectations.

Financial and Resources Implications

The costs are summarised as follows:

Landscaping of Lodge and camp Kitchen	Approximately \$25,000 to be funded if funding available
Appointment of Caravan Park Management Company to oversee the day to day management of the park and establish policies and procedures.	A daily rate for such a service is approximately \$2,460 per week Cost for 9 months = \$95,940 Off set by full income from the accommodation plus park minus costs.
Complete Step 1 Capital Works - \$520,000.	To be funded by completing 5 and 6 milestones of the Australian Government Department of Infrastructure and Regional Development Funding Deed of \$520,000.
Complete Stage 2 and 3 Capital Works – as detailed in Revised Masterplan March 2019. Develop business case for options to lease caravan parks obtaining the best financial return for council.	Possible funding options will be detailed in Business Case.

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
\$520,000 to be funded by milestones 5 and 6 of the funding deed with the Australian Government.	The rental return of this asset will be increased, and improve attractiveness to potential lessees.	Improve management of this council asset. Enhance tourism potential of the area through attractive and well managed caravan park.	Profit sharing and joint private public partnerships.
\$2,460 per week for temporary caravan park managers, to be offset by park income.	Will allow for development and tendering for new lease as well as new construction.	Allows for timing to align with ending of other caravan park leases, leases can be tendered together.	Opportunity to engage with new managers in determining opportunities for improvements.

Policy, Legal and Statutory Implications:

Council Officers have followed necessary steps under the lease provision to terminate the lease. Legal advice has been sought in this regard from legal counsel.

Funding deed with the Federal Government has reviewed and several conference calls with staff from the Department of Infrastructure, Regional Development and Cities has formed the basis of advice within this report.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Theme	Commentary
Service Delivery	Business continuity plans has been put into place to ensure the caravan park remains open and operational.
Work Place Health and Safety	Compliance audit and workplace health and safety review have been undertaken at the caravan park, issues have been identified and prioritised based on risk.
Financial	A low risk exists that the Federal Government does not accept the request to vary the terms of the funding deed.
Stakeholders	Several meetings have already been held with the vacating lessees to work towards transition, with several more scheduled over the coming month.
Reputation	Prudence in developing the next stages of the project has been exercised to ensure the project is both scoped in a manner to provide confidence to what will be delivered and when, and the cost to complete the works.
Political	The works proposed in the recommendation are subject to funding from a Federal Government agency.

OPTIONS:

Council may resolve an alternative direction to progress the Tumbarumba Caravan Park and its operation. In doing so, consideration needs to be given to how the park will continue to operate following the departure of the lessees, as well as what is going to provide the greatest opportunity to satisfy the terms of the funding deed.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council Officers have been in consistent contact and discussions with the vacating lessees to facilitate the transition to Council temporarily running the caravan park. This includes walk through of facilities and negotiation of terms of departure.

Currently the Tourism team are undertaking the process of transition for bookings and web presence to allow for potential clients to make reservations and continue patronising the park.

Discussions with existing caravan park casual staff are commencing with a mind to determining if these staff are seeking to continue to provide assistance with running of the caravan park when new temporary caravan park management commences.

ATTACHMENTS

Nil

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - AUDIT RISK AND IMPROVMENT COMMITTEE MEETING - 1 MAY 2019**

REPORT AUTHOR: GOVERNANCE & COMPLIANCE OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Audit, Risk and Improvement Committee.
2. Note the Minutes of the Audit, Risk and Improvement Committee meeting held on 1 May 2019.

BACKGROUND:

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

REPORT:

At the May meeting of the Audit, Risk and Improvement committee meeting the following items were discussed:

- Declarations of Interest declared
- Minutes from March 2019 were received. There was no business arising.
- Appointments and Terms of Reference:
 - The committee noted the appointment of a new external member for a term finishing in March 2021.
 - A new Chairman to the committee was appointed for the term finishing in March 2021.
 - The committee endorsed amendments to the Terms of Reference. Amendments had been made to bring the Terms of Reference for the Audit, Risk and Improvement committee in line with the Office of Local Government, Internal Audit Guidelines and to include a procedure for the appointment of the chair to the committee.
 - Approved the remuneration amounts for members of the Audit, Risk and Improvement committee.
- Annual Engagement Plan – Audit Office NSW
 - The Audit Office provided a plan of engagement to the committee for the audit of Snowy Valleys Council for the financial year ending 30 June 2019. The engagement plan provides information about the scope of the audit that will impact this year's audit and issues to be assessed are:
 - a. Assessing the fair value of Council's infrastructure, property, plant and equipment

- b. Quality and timeliness of reporting
 - c. Information Technology general controls
 - d. Completeness and accuracy of Crown Lands
 - e. New accounting standards
 - f. Management and use of credit cards
 - g. Grant funded projects
- Report on Local Government 2018 from the Audit Office NSW – This report prepared by the Auditor General provided an analysis of key observations and recommendations on the following topics:
 - Financial Reporting
 - Governance and Internal Controls
 - Information Technology
 - Asset Management
 - Financial Performance and Sustainability
 - The committee received a report from the Project management Office on the current program of works. It was noted that the Program Management Office will oversee the delivery of Council's major project program within the required timeliness and budget constraints.
 - The presentation of the report from the Meed Perry Group of the former Council's financial system outlined a very positive results, however the report did include areas which required improvements. These recommendations are already in the process of being implemented by Council.
 - The Internal Auditors report on the review of the Information Technology Security controls within Council was received and noted. Recommendations from the internal review will be monitored by the committee during the implementation phase.
 - The committee noted reports from the Director of Internal Services on the provisions of Internal Audits Services, Local Government NSW training options and the Safety, Risk and Quality committee activities.
 - An extract of Council's current Risk register was presented to the committee.
 - An action report and Audit Matrix containing actions and recommendations by the Audit, Risk and Improvement committee was noted.

The next meeting of the Audit, Risk and Improvement committee will be held in Tumut on the 7 August 2019.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.5 Council demonstrates strong leadership through a governance framework which drives progress towards achieving the community vision

Operational Actions

4.5.6 Convene Internal Audit Committee meetings quarterly

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Council are provided with a high level of confidence in the governance and financial management of the organisation.

Policy, Legal and Statutory Implications:

Council has established an Audit, Risk and Improvement Committee which functions under the guidelines issued in 2010 under the Local Government Act, 1993.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Committee understands and monitors the business of the council and the risks it manages on a daily basis.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Audit, Risk & Improvement Committee Minutes 1 May 2019 (under separate cover)



11. MINUTES OF COMMITTEE MEETINGS**11.2 MINUTES - EXTRA-SALEYARD COMMITTEE MEETING - 28 MAY 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Minutes – Tumut Extra-Saleyard Committee from Director Assets and Infrastructure be received.
2. Note the Minutes of the Tumut Saleyard Committee meeting held on Tuesday 28th May 2019.
3. That Council endorse the membership of Harrison Daley – Elders.
4. Adopt the following recommendation/s from the minutes:
 1. That Council undertake the development of incorporated Associated agents model agreement to operate the Tumut Saleyard.
 2. That the outcomes and a further report be brought to the Committee.

BACKGROUND:

The purpose of the committee is to:

Provide appropriate advice and recommendations on matters relevant to the Tumut Saleyards.

Provide a forum for discussion of the Saleyards related issues.

The Snowy Valleys Council Tumut Saleyard Committee meet once every four months to discuss the matter relating to our local Saleyards in the local community.

At this Committee meeting the Committee discussed and voted on the operations of the Saleyards and monitoring of the Saleyards.

REPORT:

An extraordinary was held on the 28th May so the Committee members could review the current Licence and discussed options for models to operate the Saleyards by the Committee with Snowy Valleys Council.

The following re-nomination for the committee has been received;

- Harrison Daley - Elders
Applicant Qualifications: Territory Sales Manager - Elders
Reason for Membership: New stock agent in the Tumut area who uses the Saleyards regularly.

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:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

The Tumut Saleyard is an Advisory Committee of Council and Operates under Adopted terms of reference

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Medium it is still unclear how much stock is moving through the Saleyard and there is a high risk of the Saleyard running at a loss when factoring whole of life cost.

OPTIONS:

That council;

1. Endorse the above recommendation
2. That council not endorse the changes

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Extra-Saleyard Committee Meeting - 28 May 2019 (under separate cover)



11. MINUTES OF COMMITTEE MEETINGS**11.3 MINUTES - FRIENDS OF TUMUT WETLANDS COMMITTEE MEETING - 19 MARCH 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the 19th March 2019 Friends of Tumut Wetlands Committee meeting from Director Assets and Infrastructure.
2. Accept the Minutes of the Friends of Tumut Wetlands Committee meeting held on 19th March 2019.
3. Adopt the modified Friends of Tumut Wetlands Terms of Reference to reflect two meetings per annum.

BACKGROUND:

The purpose of the committee is to:

- Provide appropriate advice and recommendations on matters relevant to the Tumut Wetlands;
- Provide a forum for discussion of wetlands related issues;
- To improve the amenity of the Tumut Wetland as a community asset and to recognise the need to save and reinstate as much of the native flora and fauna as possible whilst enabling judicious use of the area for passive recreation and education including Aboriginal education (taken from Riverglade Wetland Management Plan, 2003).

REPORT:

The March meeting discussed various items including;

- The Janet Mackay Wetlands Plan and the 10 year Management Plan for the Wetlands
- The Pesticide Management Statement of requirements for the Wetlands
- The mowing/slashing service rate for the Travelling Stock Reserve/horse shoe track
- The status of the Tumut Wetlands Brochure; Council is still waiting on quotes
- The Elm Tree Management Plan
- Council Officer has liaised with RFS NSW regarding the burning of the stockpile near the TSR entrance and this is being arranged
- Tumut Wetlands budget will be confirmed once the Council adopts the 2019/20 budget
- The Committee sought clarification on whether dogs are permitted within the Wetlands and under what conditions
- Coordinator Open Spaces and Facilities (COS&F) requested the Friends of the Tumut Wetlands Committee meetings to be held every 6 months. The Committee agreed with the meetings to be held in Autumn and Spring, the September meeting to be held at the Wetlands
- Following the resignation of one volunteer, another agreed to continue mowing if his time permits. Snowy Valleys Council (SVC) will maintain the area around the caravan park.
- The Committee requested SVC staff investigate the possibility of including pedestrian crossings at the traffic lights near Gocup Road and Adelong Road as part of the traffic light

upgrade undertaken by RMS, to link the Walking Track to the pedestrian path and allow for safer pedestrian access to and from the Wetlands.

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:

Nil.

Financial and Resources Implications

The committee would like to know what the budget is for the Wetlands.

Costs and Benefits:

Nil.

Policy, Legal and Statutory Implications:

Nil.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Minutes - Friends of Tumut Wetlands Committee Meeting - 19/03/2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.4 MINUTES - BATLOW DEVELOPMENT LEAGUE MEETING - 1 MAY 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Batlow Development League Minutes from Director Strategy, Community and Development.
2. Note the Minutes of the Batlow Development League meeting held on 1 May 2019.

BACKGROUND:

The Batlow Development League (BDL) was established with the objective of providing civic leadership to the Batlow Community and to stimulate the ongoing economic, social and cultural prosperity of the community of Batlow.

REPORT:

The May 1 meeting was attended by 8 BDL members. Council was given an opportunity to outline Council's activities. Council's Manager Projects & Business Improvement, Narelle Davis provided an update on the Council infrastructure projects, which was well received by the committee.

The following items were discussed in detail:

Item	Issue	Response	Action
Cannery Site Security	Committee were concerned regarding the lack of security at the site.	Committee advised that locks/doors and gates will be repaired and construction fencing will also be installed. Works will be completed within 2 weeks.	Operational matter. IWD to advise when works completed.
Terms of Reference	Committee advised that they had made a number of changes and submitted back to Council.	Committee advised that the matter will be referred to Governance	Operational matter. Governance to provide update on status of TOR.
Hides Park Sound Shell	Committee requested if the funding for sound shell- will it available next financial year. Can sound shell design be in the form of a large can (significants to cannery)	Committee were advised that if the works will not be carried out that they write to Council the funding to be rolled over, also need to define purpose. Committee advised to talk to Assets Department	No further action until letter received or contact made.
RV Parking Signage	No camping signs still installed at recreational reserve and RV friendly	Committee advised that the matter would be referred to Assets	Operational matter. Assets to review and action.

Item	Issue	Response	Action
	signs at town entries need to be installed.	Department for action.	
Vandalism	The committee voiced their concerns regarding the increase of vandalism in the town namely recent damage to -Bus Shelter -Windows of Literary Institute building	Committee advised that damage to public property needs to be reported to Council.	Operational matter. Assets to review and action.
Literary Institute building	The committee expressed concerns with the Literary Institute building –fire escape issues with gate, restricting access to roof, waterproof issues with roof adjacent to fire escape	Advised committee that the matter will be referred to Council's Assets Department.	Operational matter. Assets to review and action
Branding Guidelines	Committee endorsed the work that Council has done around the branding guideline and requested in the logo proofs could be circulated	Advised Committee that relevant staff would be thanked for their involvement and	Operational matter. Email logo proofs to Committee.
Events toilet trucks	The committee raised the possibility of Council purchasing a bank of mobile toilets for events in light of the committee spending \$12k on mobile toilets for the Ciderfest event.	Advised committee that a business case would have to be undertaken to assess need and financial/insurance implications.	Operational matter. Refer to S&P to assess need.
Political campaigning	Political campaign material is not to be handed out at BDL meetings. Candidates are welcome if invited.	Relating to the Federal election.	Not a Council matter. No further action required.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.5 Council demonstrates strong leadership through a governance framework which drives progress towards achieving the community vision

Operational Actions

4.5.9 Provide support to volunteer groups and section 355 committees

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

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

Policy, Legal and Statutory Implications:

Local Government Act 1993.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Batlow Development League Meeting - 1/05/2019 (under separate cover) [⇒](#)
- 2 Batlow Development League Meeting - Monthly Financial Report - 1/05/2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.5 MINUTES - KHANCOBAN COMMUNITY COMMITTEE MEETING - 1 MAY 2019**

REPORT AUTHOR: GOVERNANCE & COMPLIANCE OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR INTERNAL SERVICES

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Khancoban Community Committee.
2. Note the Minutes of the Khancoban Community Committee meeting held on 1 May 2019

BACKGROUND:

The Khancoban Community Committee is a Section 355 committee and also the parent committee managing the following subcommittees:

- Khancoban Community Hall committee – Responsible for management of hiring, bookings, key allocation, collection of money and supervisory cleaning after an event.
- OP-Shop committee – Who fundraise from operations of an Opportunity shop in Khancoban for community benefit and to provide funding for assets in the town of Khancoban
- Artisans Group - Artisan workshop - a gallery and workshop space. Where the residents display painting, needlecraft, quilting, scrapbooking, photography and woodturning.
- Khancoban United Volunteers Association running from the Community Transaction Centre – Providing Computer and internet access for residents under the Broadband for Seniors Program, Photocopying and printing services, Publication of the local community paper, the Khancoban Echo, Australian Taxation Office agency services

The Khancoban Community Committee encourages participation in the community for residents and members of all committees. The community provides funding to support a more vibrant Khancoban town centre while providing tourist facilities and attractions in the village.

REPORT:

At the monthly meeting of the Khancoban Community Committee the following items were discussed:

- Minutes of the 1 April meeting were accepted.
- Business arising:
 - Letter to be sent to former members Alby and Ann-Marie to thank them for their contribution to Khancoban committees over the last eight years
 - Office clean up successful with complementary comments passed onto the committee members
 - Donation of heritage photos
- It was noted that no correspondence had been received since the last meeting
- General Business:

- Successful Easter raffle
- Markets for Khancoban
- Ownership of Op-Shop furniture
- Grants and Donations
- Meet and Great functions for new residents to Khancoban
- Artesian Group funds to be spent in the Khancoban area and identifying goods to be sold by the group
- Committee nomination forms
- Tourism opportunities for Khancoban
- Community Hall

Next meeting to be held 5 June 2019.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.5 Council demonstrates strong leadership through a governance framework which drives progress towards achieving the community vision

Operational Actions

4.5.9 Provide support to volunteer groups and section 355 committees

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Local Government Act, 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Khancoban Community Committee meeting - Wednesday 1 May 2019
(under separate cover) ⇨

11. MINUTES OF COMMITTEE MEETINGS**11.6 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION MEETING - 2 MAY 2019****REPORT AUTHOR:** GOVERNANCE & COMPLIANCE OFFICER**RESPONSIBLE DIRECTOR:** DIRECTOR INTERNAL SERVICES**RECOMMENDATION:****THAT COUNCIL:**

- 1. Receive the report on the Talbingo Progress and Ratepayer Association.**
- 2. Note the Minutes of the Talbingo Progress Association meeting held on 2 May 2019**

BACKGROUND:

The Talbingo Progress and Ratepayers Association objectives are to provide civic leadership to the Talbingo community and to stimulate the ongoing economic community, social and cultural prosperity of the community of Talbingo and its environs.

REPORT:

At the May meeting of the Talbingo Progress and Ratepayers Association, the following items of business were discussed:

- Acceptance of the April minutes as amended
- Business arising from the minutes:
 - Walking track in Talbingo ongoing project
 - Committee to provide a letter in response in relation to the gate at the Churchyard
 - Delay in completion time for the Jack Bridle Cycle/Pathway to be sealed and wheelchair assessable until October 2020.
 - The grant for the flagpoles at the Cenotaph is ongoing.
 - Advise on the meeting to be held for discussions around the new Waste Management Strategy. The committee recommended that the Council Waste Officer is to be invited to the next committee meeting.
 - Access to the Batlow Link Road and the movement of heavy vehicles is ongoing.
 - Wheelchair access for the north-west corner of Bridle and Lampe Streets and the Bike path to the Golf Club is ongoing.
 - The committee has identified the need to send letters to Essential Energy, Transgrid and Lockhart Shire Council to obtain further information in relation to the proposed Talbingo Community Energy project.
 - Concerns were raised that Council is not consulting with the community about Tree plantings and the watering requirements of the plantings. A recommendation by the committee for Council to incorporate the objectives of the 2013 Talbingo Open Space Management Plan into the proposed Tree Policy and recognise the specific growing limitations of the individual localities with the shire.

- Possibilities for grant money for the proposed Hume and Hovell Walking Track and Cycleway Masterplan.
 - The project for the Playground adjacent to the Shopping Centre has been delayed until December 2019.
 - Council's Road Safety Office will visit Talbingo to discuss the options for speed limits along Miles Franklin Drive and the proposed stop sign at the junction of Grove, Ryan and Clayton Streets.
 - Congratulatory comments about the running of the 2019 Anzac Day service and breakfast was reported to the committee.
- Treasurers report Copies of the Treasurers report were distributed to the committee showing a closing balance of \$10,485.95
 - Correspondence was received from Snowy Valleys Council - Destination Brand Strategy and Major projects list. From the Talbingo Community Energy Sub-committee.
 - General Business discussion were:
 - Talbingo Talkabout and the unsustainable costs of proving the Talbingo Talkabout in hardcopy.
 - Multiple reports of damage to property within Talbingo.
 - Climate Change Forum
 - First Aid training
 - Benevolent fund for local Communities

Next meeting to be held on 5 June 2019.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.5 Council demonstrates strong leadership through a governance framework which drives progress towards achieving the community vision

Operational Actions

4.5.9 Provide support to volunteer groups and section 355 committees

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Local Government Act, 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Talbingo Progress and Ratepayers Association - Meeting Minutes - 2 May 2019 (under separate cover) [⇒](#)
- 2 Talbingo Progress and Ratepayers Association - Financial Rep.. (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.7 MINUTES - TUMBAFEST COMMITTEE ANNUAL GENERAL MEETING - 17 APRIL 2019 AND COMMITTEE MEETINGS - 17 APRIL 2019 AND 15 MAY 2019**

REPORT AUTHOR: DIVISION MANAGER STRATEGY & PLACE
RESPONSIBLE DIRECTOR: DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

- 1. Accept the report on the Tumbafest committee from the Divisional Manager Strategy and Place.**
- 2. Note the Minutes of the Tumbafest Committee Annual General Meeting held on 17 April 2019 and the Tumbafest Committee Meetings held on 17 April 2019 and 15 May 2019**
- 3. Approve the nominations for incoming members to the Tumbafest Committee: Marilyn Fredricks, Ken Dale, Neil Bombardier, Tamikah Hoffman, and Andrew Gertzendorfer.**

BACKGROUND:

The Tumbafest committee was established with the responsibilities for the strategic and future planning of the Tumbafest Festival held in Tumberumba on the last weekend in February annually. The Tumbafest committee develop and implement operational aspects of the festival relying upon volunteer support to deliver a successful festival.

Tumbafest is reliant on sponsorship, bar, ticket and merchandise sales to fund the event each year. This is a licensed event and as such the organisers liaise with the licensing police to secure appropriate licences.

REPORT:

An Annual General Meeting was held on April 17th 2019 and immediately followed by a Committee Meeting. A Committee meeting was also held on 15 May 2019.

Summary ContentAnnual General Meeting:

- Previous AGM minutes were read and confirmed.
 - Annual Report and Financial Report to be finalised after consultation with Council for provision of detailed financial records.
- Election of Office Bearers: all positions declared vacant and new positions nominated and carried unanimously:
 - President: Andrew Rae
 - Vice President: Martin Burke
 - Event Coordinator: deferred to ordinary meeting
 - Treasurer: Karly Flynn

- Vice Treasurer: Martin Brown
- Councillor Representative: Julia Ham
- Tourism Officer: Kylie Bradley (ex officio)
- 9 continuing committee members and 5 incoming members.
- General business carried over to the ordinary meeting

Committee Meeting 17 April 2019

- Incoming President Andrew Rae thanked Ed Lauder for his significant contribution.
- Previous minutes were moved and accepted
- Meeting dates for 2019/2020: meetings to be held every 2nd Wednesday of each month for monthly meetings.
- Nominations of subcommittees: 7 subcommittees including the new Licencing subcommittee:
 - Sponsorship
 - Market Stalls
 - Food Stalls
 - Merchandise
 - Children's Activities
 - Main Stage
 - Licencing
- General Business:
 - To consider applying for specific grant funding in future
 - Financial management: to evaluate whether to self-manage financial affairs from July 1 2019. To be investigated and discussed with Council.

Committee Meeting 15 May 2019

- Business arising: names to be added to subcommittee membership lists.
- 2019 Event:
 - Financial Report and Budget presented. Budget overrun of approximately \$23,666 due to increased security expenditure, capital purchases and big screen.
 - Event Report: Interim final report accepted.
- Correspondence: expressions of interest from bands for 2020 event. To be passed on to Main Stage subcommittee.
- Financial Systems Investigation Report:
 - Will remain a s355 Committee but will consider options for future financial management. Quotes from accountants/bookkeepers to be considered
 - Two motions passed:

- 0. Treasurer to seek tenders from accounting/bookkeeping services from 1/7/2019
 - 1. Committee will formally advise SVC that they would like to take control of finances and request that cash reserves be transferred to Tumbafest account as of 1/7/2019
- Revised meeting dates for 2019/2020
 - Think tank session:
 - 2020 – to remain a 2 day event
 - Ticket prices revised
 - Proposed that cooking demonstration only be on one day
 - Main stage – suggested a well-known act be contracted and also local acts. Mixture of music genres. Main stage committee to look at seeking sponsorship.
 - 2020 budget discussions deferred until June meeting.
 - Event Coordinator: Karly Flynn will be receive same remuneration and offer of a 2 year contract
 - General business:
 - Andrew Rae reported Council is considering stopping dry hire on equipment due to insurance issues. Could negatively affect Tumbafest budget. To be followed up.
 - Plastic wrist bands to be investigated.
 - Advertising costs: social media most effective form. Facebook poll to be developed with monthly prize draw of passes.
 - Suggestion that committee approach IDEAS Tumut for disabled toilet for 2020 event.

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

1.5 Support and promote community and tourism events and festivals

Operational Actions

1.5.1 Identify opportunities for new tourism events and support the development of these events across the region

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring the community and visitors benefit from a high quality event	Nil
Environmental	Ensuring appropriate waste management and resource recovery services are in place	Nil

	Positive	Negative
Economic	Supporting growth in economic activity	Nil
Governance	Council provides and appropriate support for committee governance and event facilitation	Nil

Financial and Resources Implications

In kind assistance is provided by Council. Council's Tourism Officer attends meetings and provides assistance as required, particularly through the use of the Tumbarumba Visitor Information Centre as a point of contact for event enquiries, ticket sales and event promotions. Other in-kind support includes works staff assisting at the event site and administrative support. This can result in staff requiring time in lieu for the time they spend assisting the event. Council staff also process and approve the Committees invoices, which can be time consuming and hard to quantify given the separation between the approver and the committee. Based on this it may be worth the committee investigating managing their own finances similar to the Festival of the Falling Leaf.

Another resource implication is the time spent by relevant Council staff in performing checks on amusement rides, devices and food stalls throughout the event.

Council land is used for the event and this requires it being closed to the general public for the duration of the event.

Costs and Benefits:

Costs include the above mentioned resource implications

Benefits of Tumbafest are high and include, but are not limited to: socialisation, community engagement opportunities, positive impacts on the local economy through increased visitor numbers and associated spending, increased recognition of the area a tourism destination, fundraising opportunities for local community and sporting groups, supporting local businesses and accommodation providers and encouraging residents and community groups 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:

Nil outside of the committee meetings at this time.

Attachments

- 1 Tumbafest Committee Meeting minutes April 2019 (under separate cover) ⇨
- 2 Tumbafest AGM Minutes April 2019 (under separate cover) ⇨
- 3 Tumbafest Meeting Minutes May 2019 (under separate cover) ⇨
- 4 Tumbafest Annual Report (under separate cover) ⇨

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 ICT PROJECTS – VOICE SYSTEM RENEWAL

Item 12.1 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.