



## **SNOWY VALLEYS COUNCIL MEETING**

### **LATE REPORTS**

**15 AUGUST 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](http://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 Councils website;

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



Thursday 15 August 2019  
Snowy Valleys Council Chambers  
76 Capper Street, Tumut  
2.00pm

## LATE REPORTS

### 10. MANAGEMENT REPORTS

10.16 RURAL FIRE SERVICE REQUEST FOR LEVELLING AIRCRAFT MOVEMENT AREA ..... 2

### 1. CONFIDENTIAL

**10. MANAGEMENT REPORTS****10.16 RURAL FIRE SERVICE REQUEST FOR LEVELLING AIRCRAFT MOVEMENT AREA**

**REPORT AUTHOR:** SURVEY & DESIGN ENGINEER  
**RESPONSIBLE DIRECTOR:** ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

**EXECUTIVE SUMMARY:**

On 5 August 2019, the Rural Fire Service (RFS) indicated that action is required to address uneven ground located in the area in front of the RFS shed at the Tumut Aerodrome before the fire season commences in October 2019. The RFS suggested the use of well-compacted road base.

For reasons of cost and risk, it is proposed that the area should be levelled, topped with topsoil, and seeded for grass re-establishment. The RFS have agreed to this proposal.

The cost of the recommended works is estimated to be \$15,600 (\$12,000 plus 30% contingency).

It is intended that the works will be completed as soon as possible to ensure sufficient ground cover is achieved before the fire season begins.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive this report on Rural Fire Service request for levelling the aircraft movement area adjacent to the RFS shed from the Director Assets and Infrastructure**
2. **Endorse proceeding with the levelling work as recommended in this report**
3. **Endorse funding the levelling works from the aerodrome reserve**

**BACKGROUND:**

The area near the front of the RFS shed is uneven and rutted in places. This area is used by aerial firefighting water bombers to taxi from fuelling, fill with water or other firefighting medium, and taxi to take off. Any unevenness of the ground surface is amplified from the short wheel base through the aircraft resulting in sharp and wild movements at the wing tips.

On 20 May 2019, Council facilitated a meeting with the Aerodrome Committee, RFS, and other stakeholders to discuss various issues surrounding the firefighting operations at the aerodrome. The issue of the uneven ground, dust and debris was raised at this meeting.

On 5 August 2019, RFS indicated that this should be addressed before the commencement of the fire season in October 2019. The RFS suggested the placement of well-compacted road base over the area in front of the RFS shed.

RFS also advised that ongoing issues identified by RFS inspectors at the site which are not addressed are typically escalated to a higher level through standard procedures. Council Officers were therefore encouraged to address this issue promptly.

**REPORT:**

On 5 August 2019 RFS indicated that this safety issue should be addressed before the start of the fire season in October 2019.

The RFS suggested well-compacted road base be used over the area in front of the RFS shed. It is estimated that this would cost \$19,000. Due to heavy aircraft trafficking, wetting and drying cycles, and engine thrust velocities, the risk of Foreign Object Debris (FOD) resulting from this solution is deemed to be high, posing a risk to aircraft safety and personnel. To mitigate this, a bitumen seal could be applied at an estimated cost of \$6,000. The total cost of these works is estimated to be \$32,500 (\$25,000 plus 30% contingency). However, this seal could deform and break up quickly if trafficked in wet conditions (e.g. winter) due to insufficient pavement strength and poor drainage in the area.

For the reason of cost and risk, it is therefore proposed that Council should level the site, spread topsoil and seed for grass re-establishment. Works should be completed as soon as possible to ensure sufficient ground cover is achieved before the fire season begins. Cost of the proposed works is estimated to be \$15,600 (\$12,000 plus 30% contingency).

**LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

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

Theme 1: Towns and Villages

Council is committed to working with the RFS to keep our community safe. Firefighting is essential in our heavily forested area to ensure the direct safety of our communities as well as protecting property, job security, and the economic sustainability of our communities.

Theme 5: Our Infrastructure

The current ground conditions are not at an acceptable standard for the intended use. The rough ground places unnecessary strain on the aircraft increasing the risk of damage, makes taxiing more dangerous, and reduces the efficiency of operations.

**SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Ensuring adequate emergency services are provided to the community	Nil
Environmental	Minimising resource demand.  Aiding RFS protection of environment from wildfires.	Nil
Economic	Minimise expenditure.  Aid RFS protection of the community and economic assets.	Some expenditure required.
Governance	Council provides and regulates appropriate actions for the service provided.	Nil

## Financial and Resources Implications

It is proposed that this be funded from aerodrome reserve.

These works are not included in the 2019/2020 budget, however the works are considered as important to the delivery of safe and effective firefighting services from the aerodrome.

The aerodrome reserve currently has a budget of \$148,000.

It should be noted that utilising part of this reserve to fund the levelling works, reduces the capacity to undertake other upgrade works at the aerodrome.

### Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
List Direct Costs • \$15,600 (\$12,000 plus 30% contingency)	Savings/Efficiencies • Cheaper than pavement option • More effective and safe firefighting	Community Benefits • More efficient RFS operations	Future projects to be funded from savings • None identified
List indirect costs • None identified		Organisational Benefits • Maintain good relationship with RFS	Reputational improvements • Reputation of progressing our assets to a high standard
Initial Costs • \$15,600 (\$12,000 plus 30% contingency)	Ongoing Benefits • Improved safety • Reduced risk of property damage	Other Non-financial benefits • None identified	Further enhancements • None identified

### Policy, Legal and Statutory Implications:

Section 10.15.4 of MOS 139 states that “aerodrome operators must maintain the surface of paved runways in a condition such as to preclude excessive bouncing, pitching, vibration or other difficulties with control of aircraft.”

While relating directly to runways, the underlying principle is that rough surfaces create difficulties in controlling an aircraft and therefore pose a safety risk.

### RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The rough surface poses a risk to pilots as the conditions increase difficulties in controlling the aircraft.

### OPTIONS:

1. Do nothing – this option has the lowest initial cost, however the cost of damages in the case of an accident could be in the millions. The cost of a damaged relationship with the RFS while not quantifiable is very undesirable.
2. Construct a partial pavement – this is estimated to cost \$32,500 (25,000 plus 30% contingency) and is very likely to fail in wet weather, in which case, the investment would be lost.

3. Construct full depth pavement – this is the ultimate solution for this area and is estimated to cost \$195,000 (\$150,000 plus 30% contingency). However, the likelihood that this solution could be delivered before fire season is extremely low.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:*****Internal Consultation***

The Division Manager Assets, Planning and Design was consulted and advised the production of this report.

***External Consultation***

General consultation with members of the community took place on 20 May 2019 during a site visit at the aerodrome. This meeting took place to gain stakeholder inputs into various issues that exist at the aerodrome surrounding RFS operations. There were no objections raised and most people were supportive of additional works to be undertaken to improve the aerodrome. Generally, the stakeholders wanted to see the whole area sealed, but understood the funding implications of such a request.

The more specific and urgent request for levelling of the area was received from the RFS on 5 August 2019 while Council was engaging them regarding another matter.

On 12 August RFS advised via email that they would be satisfied with levelling and re-grassing the area.

**Attachments**

- 1 Email - RFS agreement with alternative treatment for levelling aircraft movement area [↓](#)

**From:** Jon Gregory [<mailto:Jon.Gregory@rfs.nsw.gov.au>]  
**Sent:** Monday, 12 August 2019 5:54 PM  
**To:** Rotgans, Geoffrey  
**Subject:** RE: Aerodrome - Levelling area near RFS

Hi Geoff,

I would be more than happy with this arrangement, the only issue being that it needs to be carried out as early as possible to:

- Give time for settling and grass establishment
- Completed prior to the fire season to avoid the high fire danger period for obvious reasons.

Thanks for the update and happy to discuss further if required.

Regards Jon

**Jon Gregory ESM JP** | District Manager | Riverina Highlands  
NSW RURAL FIRE SERVICE

**From:** Rotgans, Geoffrey <[grotgans@svc.nsw.gov.au](mailto:grotgans@svc.nsw.gov.au)>  
**Sent:** Thursday, 8 August 2019 9:56 AM  
**To:** Jon Gregory <[Jon.Gregory@rfs.nsw.gov.au](mailto:Jon.Gregory@rfs.nsw.gov.au)>  
**Cc:** McGrath, Glen <[gmcgrath@svc.nsw.gov.au](mailto:gmcgrath@svc.nsw.gov.au)>  
**Subject:** Aerodrome - Levelling area near RFS

Hello Jon,  
I hope you are well.

I've been told you're out at a meeting today, so I thought I would send you a quick email regarding your request. After speaking to a number of people, we are re-thinking the way we deliver a levelled surface and would like to level and re-grass the area for the moment. Would that be satisfactory?

Please feel free to contact me to discuss this when you return.

Kind regards,  
Geoff Rotgans.

**Geoffrey Rotgans**  
Survey & Design Engineer



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Leading, engaging and supporting strong and vibrant communities