	<b>Respondent No:</b> 1	<b>Responded At:</b> Aug 09, 2020 22:11:07 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Aug 09, 2020 22:11:07 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

- Q1. **Full Name** ██████████

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- Q2. **Email** ████████████████████

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- Q3. **Postcode** ██

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- Q4. **What is your feedback?**  

In the Operations Manual document, page 18 paragraph 5 needs reworking as it is confusing and can be interpreted in different ways.

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- Q5. **You can also choose to upload a pre-prepared submission document here (optional)** not answered

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	<b>Respondent No:</b> 2	<b>Responded At:</b> Sep 13, 2020 17:38:35 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 13, 2020 17:38:35 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

- Q1. **Full Name** ██████████

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- Q2. **Email** ████████████████████

---

- Q3. **Postcode** ██

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- Q4. **What is your feedback?**  

If the aim of this policy is to discourage volunteerism and eradicate 355 committees then this policy should pretty much do the trick. A very sad endorsement of the attitudes of the previous Tumut Shire council.

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- Q5. **You can also choose to upload a pre-prepared submission document here (optional)** not answered

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**Respondent No:** 3  
**Login:** Anonymous  
**Email:** n/a

**Responded At:** Sep 15, 2020 19:50:58 pm  
**Last Seen:** Sep 15, 2020 19:50:58 pm  
**IP Address:** n/a

Q1. **Full Name**

██████████

Q2. **Email**

████████████████████

Q3. **Postcode**

████


Q4. **What is your feedback?**

All Ok with the above.....had a chat with █████ on site.....discussed mowing of lawns, provision of gravel in and around █████...roundup for the paths....and general OH&S proviso with installation of a medical cabinet etc....the discussion all round was proactive.....please find attachment I sent to █████ for discussion.

Q5. **You can also choose to upload a pre-prepared submission document here (optional)**

[https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/377d5a0ee5bf630a8889a9e7e626a8dbb3001cdf/original/1600163380/Scan\\_20200906.png\\_ae7d8537d3a2dcb8d0d72220bdbb9843?1600163380](https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/377d5a0ee5bf630a8889a9e7e626a8dbb3001cdf/original/1600163380/Scan_20200906.png_ae7d8537d3a2dcb8d0d72220bdbb9843?1600163380)

The attached document was specific to committee, the feedback was not relevant for Draft Committees of Council Framework.

	<b>Respondent No:</b> 4	<b>Responded At:</b> Sep 16, 2020 11:00:06 am
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 16, 2020 11:00:06 am
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

- Q1. **Full Name** [REDACTED]

---

- Q2. **Email** [REDACTED]

---

- Q3. **Postcode** [REDACTED]

---

- Q4. **What is your feedback?**  
see attached

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- Q5. **You can also choose to upload a pre-prepared submission document here (optional)** [https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/d827d25b13bc9ae0f7deec50906a109d7baa4dc4/original/1600217982/Council\\_Committees\\_Operation\\_Manual.docx\\_8352b8455c6b3a98118b579e3f2a44b5?1600217982](https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/d827d25b13bc9ae0f7deec50906a109d7baa4dc4/original/1600217982/Council_Committees_Operation_Manual.docx_8352b8455c6b3a98118b579e3f2a44b5?1600217982)

**Council Committees Operation Manual**

Comments and concerns

**355 Committee Procedures**

Even though the [REDACTED] meets and exceeds the vast majority of the dictated procedures we have many serious concerns.

Primary concerns among many include:

- **Page 18** 'There must be no relatives in office bearer positions and no more than half of voting members can be related'  
This places [REDACTED] in an impossible position.  
The implications of conflict of interest contained in the dictum are insulting.  
If this is to be insisted upon [REDACTED] will resign and consider seriously continued participation in the [REDACTED] including [REDACTED]  
It has always been the practice that [REDACTED] co-sign cheques. That is and always has been the role of the Secretary and Treasurer.  
Other Councils appear not to have adopted this requirement.
- **Page 22ff** The entire section on financial management needs to be reworked so it ensures that Council assists rather than imposes impossible burdens on s355 committees and volunteers.  
This is especially so given the enormous contribution 355 committees make to the community.  
The [REDACTED] financial management is very good but the increased demands relating to GST with BAS quarterly reports and auditing make the treasurer's job far too onerous. (Page 38)  
**Council needs to provide an auditor and significant assistance to meet the demand to complete quarterly BAS statements.**  
The demand that audit be at [REDACTED] expense and that we complete quarterly BAS returns treats the [REDACTED] as separate to council.  
Receipts and GST collection for the many small items we sell (like a [REDACTED]) is impractical and adds an immense load to the financial accounting requirements.  
Council is externally audited after the s355 components are incorporated and to pay auditors twice is wasteful.  
Monthly reports for Council are an excessive burden.  
Funds raised through the efforts of volunteers cannot be wasted in this duplication. All proceeds from [REDACTED] ([REDACTED] of them) [REDACTED] ([REDACTED] of them) [REDACTED] are directed entirely to the work of the [REDACTED] and the [REDACTED]  
For the [REDACTED] to operate through Council's bank account makes the account opaque and past experiences of money held in trust by SVC has been far from satisfactory. Still waiting for clarification re [REDACTED] trust fund after months.  
[REDACTED] [REDACTED] has commented 'I'm sorry but this will be too much work for me. We are volunteers & already keep record of every cent spent!'
- **Page 6, page 12-13** Absolute control of Committee membership by Council. 'Council appoints committee.'  
There is provision for election by the [REDACTED] and Council needs to adopt this [REDACTED] decision – an attitude and language problem.
- **Page 11** All reports to media must be cleared by the CEO or media officer.  
The [REDACTED] would want to report on its own activities to its members and the media in its own right. The section needs rewriting to accommodate this.
- The induction process is in large sections cumbersome and inappropriate for most simple volunteer tasks.
- The paperwork and checking regime demanded for participation of volunteers in events is cumbersome and has already acted as a deterrent to volunteers.
- **Page 42-3** The staff delegate arrangement is not an effective contact mechanism. Questions passed on by them from the [REDACTED] still have had a long delayed or non-existent response. Staff delegate is an obvious filter system designed to limit contact. The power of the staff delegate to override or censor the decision of the [REDACTED] committee is unacceptable.
- There is no detailed mention or charter in the draft about support services the s355 committees might reasonably expect from SVC and its staff. (Design for projects, machinery or materials assistance for projects, supply of [REDACTED] material, maintenance of [REDACTED], etc.)
- **Page 12.** The requirement that committee members be approved by council before they are able to vote is a nonsense. This could lead to months of delay and precludes all decision making during the AGM where the program for the coming year is decided.

- **Page 12. Employing contractors.** Within an approved project surely we can engage SVC approved contractors.
- **Page 11. Grant Application.** The multiple levels of application and approval required prior to grant application permission are cumbersome and in the case for example of grants to carry out [REDACTED] etc totally unnecessary and an impediment to the work of the [REDACTED].
- **There is no charter of support for committees in the document.**
- There is a huge return to council in terms of financial benefit, community wellbeing, provision of services and promotion. The document places an impossible cost and burdens on those who have a true community centred outlook.

[REDACTED]  
16.09.2020

**Respondent No:** 5**Login:** Anonymous**Email:** n/a**Responded At:** Sep 16, 2020 14:56:11 pm**Last Seen:** Sep 16, 2020 14:56:11 pm**IP Address:** n/aQ1. **Full Name**

[REDACTED]

Q2. **Email**

[REDACTED]

Q3. **Postcode**

[REDACTED]

Q4. **What is your feedback?**

Both documents are very lengthy, prescriptive rather than advisory, cumbersome and condescending directed at a group of volunteers, mostly whom are retired with considerable life and business experience as well as a wide and varied work experience and associated skills. Many of these volunteers have quite a number of hours and years of being productive members of 355 committees as well as being involved with other community organisations which are incorporated not for profit organisations. Now suddenly with all these draft regulations and policies the work of a committee such as the [REDACTED] becomes a burdensome job in order to cover all the requirements of council. If the committee chooses to have their own bank account, the required financial regulations such as BAS, GST and ongoing monthly reporting to council as well as expected online management of funds when not all residents of the shire have reliable internet connections is onerous. The preferred financial arrangement through the shire is involved and cumbersome and relies on a degree of trust by the committee towards council financial operations which to date has been less than ideal. Day to day running of the committee therefore becomes unwieldy where every transaction has to go through council. Surely this is onerous for council as well. The regulations whereby relatives are restricted in their office bearing eligibility is discriminatory and bears little relationship to NSW corporate law. It makes it very difficult also in a small active community for volunteers to play their role in supporting their community. In reading other council guidelines for these 355 committees, SVC's version is overly prescriptive, long winded and prejudicial. It doesn't reflect the true community spirit and composition of a community such as [REDACTED] and reads like a Sydney-based departmental set of guidelines with artificial rules of operation, overly officious and discouraging to volunteers.

Q5. **You can also choose to upload a pre-prepared submission document here (optional)** not answered



**Respondent No:** 6  
**Login:** Anonymous  
**Email:** n/a

**Responded At:** Sep 16, 2020 21:26:23 pm  
**Last Seen:** Sep 16, 2020 21:26:23 pm  
**IP Address:** n/a

Q1. **Full Name**

[REDACTED]

Q2. **Email**

[REDACTED]

Q3. **Postcode**

[REDACTED]

Q4. **What is your feedback?**

The aim of section 355 committees within the community is for the council to cover the committee's insurance and to encourage organisations of like minded people to improve our communities with the assistance of council. The proposed guidelines of Snowy Valleys Council for S355 committees is against community involvement and will force many community committees to fold. The Snowy Valleys Council is supposed to be working for our communities not against them.

Q5. **You can also choose to upload a pre-prepared submission document here (optional)** not answered



**Respondent No:** 7**Login:** Anonymous**Email:** n/a**Responded At:** Sep 18, 2020 14:33:21 pm**Last Seen:** Sep 18, 2020 14:33:21 pm**IP Address:** n/aQ1. **Full Name**

[REDACTED]

Q2. **Email**

[REDACTED]

Q3. **Postcode**

[REDACTED]

Q4. **What is your feedback?**

Please find my feedback in the attached document FYI. I am happy to be contacted for further information on the points I have raised.

Q5. **You can also choose to upload a pre-prepared submission document here (optional)**

[https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/6a3fe38c973569fa69e8fcd2fc3c4961e6df4a56/original/1600403545/SVC\\_feedback.docx\\_8ca135f78a6b4a65d71373897c7abf59?1600403545](https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/6a3fe38c973569fa69e8fcd2fc3c4961e6df4a56/original/1600403545/SVC_feedback.docx_8ca135f78a6b4a65d71373897c7abf59?1600403545)

## **Feedback on SVC draft Council Committee Policy document**

Terminology definitions required - members, delegates.

4.4.

The term of office for committees --same as council .....

conflicts with later requirement in operations manual to hold annual AGM & elect office bearers.(page 19)

(volunteers are unlikely to committee to 2- 3 year terms in office)

page 4

(n) - how does this apply to activities like community clean ups - no fees are applicable .

## Feedback on SVC draft committee operation manual

General comments:

- Some work needs to be done on the flow of the document, language & terminology
- Definitions need to be first and foremost other even the introduction is not easily understood
- Definitions need to include
  - Voting Members ( who- consultation required with our committee on this )
  - Committee members/officer bearer s - referred to interchangeable or are these definitions different.
  - Community membership/participation
- Document does not recognise voluntary nature of community committees.
  - The level of knowledge & obligations expected for committee members is not really reflective of this,
  - it is more written towards obligations & understandings of SVC policies of full time employees - or those very familiar with govt. protocols/policies
- Lacks commentary/information of how broader community members can contribute to consultations/committee business
- Grammar checks required

Page 6

Without an understanding of role definitions (delegates, committee members etc) this is not easily understood .

Page 7

legal status

'Individual Committee members are considered to be public officials .....

suggest:

Whilst recognising that some individual committee members may be acting a voluntary capacity they are considered to be public officials .....

Page 9

- **Undertake functions that have been delegated to the committee by council.....**

Again noting the voluntary nature of our committee - the open ended - delegation of functions/tasks is an ambitious expectation and could be overwhelming for individual committee members.

What functions?

Who manages - how much?

Whilst volunteers generously give up their time for these committees, - This could be perceived as an opportunity to have volunteers undertake the work of paid SVC staff.

- **Be held accountable to council.....**

Is this a bit harsh - un paid volunteers doing their best may not get it right all the time

- **Ensure there is no financial gain.....**

This is very difficult in a small community like [REDACTED] when local businesses & business owners are involved in the committee and there is always a focus to support local businesses here whenever possible.

It could also potentially exclude business owners from being part of the committee itself.

Suggest a Conflict of interest mechanism be in place for this - interested parties not be involved in decision making on these topics.

Page 10

#### **Fees and Charges**

- I don't think this answers the question [REDACTED] has asked about membership fees - as if these are to continue ( [REDACTED] [REDACTED] etc) we would want the fee set here - with support/agreement from council.
- Local Cemetery fees discussed at recent the [REDACTED] meeting are also an example of how 1 size fee structure does not suit all. ( Cemetery wall was built funded by community but users are being charged full council fee)

Page 11

#### **Funding Grant Applications**

We need more time to get an understanding of Councils delivery program and Operational plan for the committee accept this clause.

How will council ensure that processing and CEO signatures etc is obtained in a timely manner. ( we often don't have much time to draft, consult, submit without an added approval step.

#### **Authority Over Council Employee**

This wording is very harsh - maybe

Committees or committee members may request assistance and support to address committee or council matters from Council employees but they do not have authority to direct a Council employee.....

#### **Contracting Goods or services**

Similar to above (9)- preference to use local ([REDACTED] resources - permanent & temporary residents)

#### **Event management**

Does not cover ability to co-host/cooperation on community events with other local non S.355 committees eg: men's shed.

Page 12

#### **Appointment & membership**

The term of office for committees --same as council conflicts with later requirement to hold annual AGM & elect office bearers.(page 19)

(volunteers are unlikely to committee to 2- 3 year terms in office)

**Committee member nomination**

Does not include business owners?

Committee member/Office Bearer nomination ??

Clarity required around interested people to nominate ( self nomination? )

Can committees / committee members nominate?

Do nominations have to be accepted/endorsed?

**Vacation of office**

Absent without leave from 3 consecutive meetings - different language required here

- absent without notification ?

Virtual meeting attendance - accepted ????

**Page 14**

**Committee Review**

Annually in august ( should this be conducted before the AGM? - so the structure is right for the next FY.

**Internal Disputes** (we don't want to be dealing with disputes not relating to committee business)

suggest: All **Internal committees** disputes between member s of the committee.....

Page 15

**Meeting procedures :**

no less than 3 meetings & absence for 3 meetings ??? ( maybe this should be 4)

**Notice of meetings**

(Times/scheduling in TOR's ? rather than here)

COVID is an example where 2 weeks' notice may not work.

Nothing here on Virtual meetings???

Page 16

**Tabling of Correspondence**

We need a better understanding of what is acceptable record keeping in electronic environment

Internal committee discussions/emails???

Records management/ storage - needs more

Who is going to pay for storage - can books/record be archived by/with SVC

Page 17

### **Minutes of Meetings**

Motions accepted by members in attendance....

define members in this context - does it include community attendees

### **Voting**

Who can vote??? does it include community attendees

Page 18

### **Office Bearers**

Can this framework - chair, vice, secretary, treasurer be a minimum requirement ?? Determined by individual TOR's (eg: █████ could keep assistant secretary )

(bookings officer is also mentioned later in part 12 but not here)

The spouse or defacto partner - ( parents, grand parents..... lineal descendants of same ??)

Page 19

Should the AGM deadline be August to allow committees more time for auditing etc at end of FY.

**Conflicts with Appointment & membership** on page 12 (The term of office for committees --same as council conflicts with later requirement to hold annual AGM & elect office bearers.(page 19)

(volunteers are unlikely to committee to 2- 3 year terms in office)

### **Election of officer bearers**

voting members not defined

Page 20

### **Sub committees & workgroups**

This does not clearly articulate how we could have a committee for an event EG ██████████ that is not just the executive members ( puts more work on just a few)

Page 21

Logo's branding need to be more clearly covered here as a separate topic

Page 23 WHS

Needs to be simple ( expectation committees will have full in depth knowledge of council govt. policy . Point of contact for advice/forms ????)

Page 24

First Aid

Will first aid training be made available to committee members to assist with compliance??

Page 26

Can Public Liability for events be more clearly articulated please

Page 33

Part 12 - flow

CEO


Council Delegates Roles & responsibilities are not mentioned/referenced until page 42

maybe Council staff Delegate?

Page 38-39

Treasurers Report ( spelt wrong)

No mention of electronic banking mechanisms

	<b>Respondent No:</b> 8	<b>Responded At:</b> Sep 18, 2020 16:09:28 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 18, 2020 16:09:28 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

Q1. **Full Name** [REDACTED]

Q2. **Email** [REDACTED]


Q3. **Postcode** [REDACTED]

Q4. **What is your feedback?**

The role of Government of all levels is to serve their respective communities, to be facilitators of services and facilities that benefit the rate payers or tax payers. In the case of local Government this applies to our local service and facilities. The [REDACTED] community has enjoyed a sixty plus years of cooperation with the previous [REDACTED] Shire Council and has built, improved and maintained the facilities to a standard which is satisfactory to the local community, it has been done mostly with Volunteer labour and money. Our community has the attitude that if they see something needs to be done they just get in and do it. This has been noted and verbalised to one of our residents by [REDACTED]. Having read the Draft council Committees Operation Manual,(CCOM) this can no longer be the case, our community members will not be able to show initiative and community service and get things done because of the onerous requirements of the (CCOM) and it's requirements of paperwork and consultation. Recently a senior [REDACTED] wrote an article in the [REDACTED] in regards to the Border restrictions imposed by the NSW Government he referred to the legislation as lazy because it did not take into account the hardship and potentially life threatening situations people of the border were facing. One clause of the CCOM specific to our community is the use of heavy equipment ie. tractors by volunteers, Tractors are part of our rural community. At the time of the Bush fire Recovery the [REDACTED] was used as a central distribution point for [REDACTED] where semi trailers were [REDACTED] which was unloaded by tractors and then loaded onto trucks with tractors, and residents slashing the [REDACTED] and surrounds etc. under the proposed CCOM this would be prohibited. We understand the need for accountability as responsible citizens however this document in it's present form is not of any benefit to our local community it leaves us as volunteers over burdened with paperwork and is not necessary and it demonstrates the lack of understanding of how rural communities work. Yours Sincerely [REDACTED] President [REDACTED]

Q5. **You can also choose to upload a pre-prepared submission document here (optional)** not answered



	<b>Respondent No:</b> 9	<b>Responded At:</b> Sep 18, 2020 16:53:08 pm
	<b>Login:</b> Anonymous	<b>Last Seen:</b> Sep 18, 2020 16:53:08 pm
	<b>Email:</b> n/a	<b>IP Address:</b> n/a

Q1. **Full Name** [REDACTED]

Q2. **Email** [REDACTED]

Q3. **Postcode** [REDACTED]

Q4. **What is your feedback?**

See Attached

Q5. **You can also choose to upload a pre-prepared submission document here (optional)** [https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/7d5945edb50a6c4bb607a3d6a41f4d78bc1ade36/original/1600411979/Feedback\\_to\\_SVC\\_re\\_Draft\\_Council\\_Committees\\_Framework.docx\\_5465e2c6d9be9d4d3730ece6e8d11a1a?1600411979](https://s3-ap-southeast-2.amazonaws.com/ehq-production-australia/7d5945edb50a6c4bb607a3d6a41f4d78bc1ade36/original/1600411979/Feedback_to_SVC_re_Draft_Council_Committees_Framework.docx_5465e2c6d9be9d4d3730ece6e8d11a1a?1600411979)

**Feedback to SVC**  
**Re: Draft Council Committees Framework**  
**September 2020**

**From**

Thankyou for the opportunity to provide feedback. I will list items of questions or suggestions regarding the Draft Operational Manual below:

**Page 8**

When it comes to festivals who can set the entrance, transport and stallholder fees and when? If they need to go to council it will be very difficult and time delays will occur.

**Page 9**

Does a non-voting member of a committee need to be registered?

When it comes to managing festivals such as the [REDACTED] we can have up to 120 volunteers. In the past we have negotiated with council a simplified induction process for many of them who may only do a couple of hours. If they need to do the on-line induction we may lose many of them. Also, do they need to be registered and approved by council as volunteers beforehand? If so the time delays and organisational structure will complicate the management of the event. Several volunteers only make final commitments in the last few weeks prior to the event.

**Page 10**

There are several areas of concern here that would make the management of events very difficult and cumbersome. In particular the following would all need approval of council well beforehand and/or compromise the independence of a committee to organise the event.

- The making of a charge (e.g. Bus Transport)
- The fixing of a fee (e.g. Entrance and Stallholder fees)
- Official correspondence when dealing with departments such as Destination NSW
- The committee may not be able to set fees by February each year. This would mean that for an event in May 2022 we would need to set fees by February 2021. This is not always possible and would restrict the flexibility of an event committee to respond flexibly to its costs and market opportunities at the time.

Also, for committees such as the [REDACTED] the ability for them to fundraise for a local charity or person(s) in need is not allowed under this framework.

**Page 11**

The need to have grant applications signed by the CEO or ED makes things difficult.

In terms of the 'Media Protocol', the way this is written would make the promotion of events very difficult and restrict events in taking up opportunities that come spontaneously from media that contact them wanting stories or offering publicity, etc.

With the 'Contracting of services or goods' again this puts another layer of organisation and time delays.

#### **Page 12**

The term of office for committees being the same as the current council implies that members are locked in for 4 years. This is too long for volunteer committees and seems in conflict with the notes regarding AGMs on pages 18 and 19. Also, how does this work at the end of a council term. If all positions are declared vacant and new community members attend the AGM who can vote on the nominees to Council. On page 13 it states that current members will vote to decide who will become a nominee to Council to be a member.

12 voting members may be restrictive for large committees especially events.

#### **Page 17**

Re:

*"Minutes of the business discussed will be kept and a copy forwarded to all committee members and to Council within 7 days of the meeting date."*

*"A motion to confirm the acceptance of the minutes can only be moved and seconded by members who were in attendance at the meeting to which the minutes relate."*

Most committees meet monthly and this would mean that the minutes from a meeting are sent to Council before being finally passed by the committee. What are the implications or suggestions here?

#### **Page 21**

Re:

*"Any committee letterhead design must indicate that the function is a committee of Snowy Valleys Council."*

This will mean a few changes for committees and we will need to work out how a combination of logos on correspondence will work, especially for events.

#### **Page 27 and on regarding Financial Management**

This requires further discussion that is not able to be completed in this feedback. With regard to the [REDACTED] we have [REDACTED] bank accounts ([REDACTED] [REDACTED]) We can only operate via a cheque account, we have our own ABN and we are no longer have to do BAS. So, how does GST work? How do we use then Council's ABN?

If festivals have to run their finances through council (e.g. Invoicing, organising payments, etc.) it will become an administrative nightmare for all.

**Page 30**

With regard to facility management the [REDACTED] does not seem to fit into this Operational Manual. The [REDACTED] has put a lot of effort and time into its upgrade. There was equipment installed and other non-fixed equipment that would be best looked after by the [REDACTED]. An MOU needs to be established for this facility and equipment.

**Page 38**

Regarding GST and quarterly reporting. Again, this area is very unclear and we need further discussions around this topic. As discussed at the recent Committee Health Check Workshop it is still not clear if S355 committees can have their own bank accounts. This needs clarification.

Archived: Tuesday, 10 November 2020 10:11:45 AM

From: [REDACTED]

Sent: Tue, 10 Nov 2020 09:57:32

To: [REDACTED]

Subject: FW: 20200922 - [REDACTED] - s355 Committee Terms of Reference - [REDACTED]

Sensitivity: Normal

[REDACTED]

From: [REDACTED]

Sent: Wednesday, 16 September 2020 5:52 PM

To: [REDACTED]

Subject: Community engagement.

Hi [REDACTED]. I just want to report a lengthy Phone conversation with a [REDACTED] resident [REDACTED]. He was perturbed about the proposed changes to s355 committee terms of reference and felt they were unduly onerous. He is not a member of any committee.

After a considerable discussion he understood the picture from an overall positive point of view and thanked me for the time and effort explaining it.

[REDACTED]

Thanks

[REDACTED]

[REDACTED]

[REDACTED]



W: [www.snowyvalleys.nsw.gov.au](http://www.snowyvalleys.nsw.gov.au)

Leading, engaging and supporting strong and vibrant communities



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ECM Doc Id ID 3067209

**From:** [REDACTED]  
**Sent:** Sat, 1 Aug 2020 18:14:52 +1000  
**To:** info@svc.nsw.gov.au.  
**Subject:** 20200801 - Submission - Draft Council Committees Policy and Operations - [REDACTED]  
[REDACTED]

Hi [REDACTED],

I have read the two documents – it is all certainly comprehensive, but a mind boggling 46 page Ops document.

There are a number of instances where the same point is made under two or more headings. Perhaps listing under the most appropriate heading would help precis the document.  
e.g. - Does the Chairperson form the Agenda or the Secretary.

Page 6 of 46 - this para appears twice.

“Committees can have different functions, so not all sections of this Operations Manual may be relevant to each reader.

Any information that is specific to a committee can be found in its Terms of Reference.”

I also question whether paras such as food handling need to appear – that is subject of a specific Council Policy that applies across the community.

Surely it is not a function of any committee – a committee might use a Council car but we don’t quote the road rules!

Given that a Committee has one specific function, even though as stated not all the points in the document apply to every Committee, it just seems crazy that the document is so big.

I know there is print size issue etc etc – but surely we have to push back against our litigious society and not put volunteers off.

If information specific to a Committee can be found in its *Terms of Reference*, then perhaps the Ops document could just list dot point subjects that need to be addressed as applicable in any *Terms of Reference*.

This may reduce the Ops document somewhat.

I am on the [REDACTED] – not sure that is Advisory or Community?

Regards  
[REDACTED]

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[REDACTED]

[REDACTED]