

**THE NOTES OF THE DISABILITY INCLUSION ACCESS REFERENCE GROUP
INQUORATE MEETING HELD IN THE VALMAR COMMUNITY TRANSPORT OFFICE,
49 PIONEER STREET BATLOW., ON THURSDAY 27 MAY 2021**

<u>COMMENCING AT</u>	11:08 am
<u>PRESENT:</u>	Clr Cate Cross (Councillor Delegate), Martin Brown (Chair), Tracy Wiggins (Manager Community Services),
<u>IN ATTENDANCE:</u>	Heinz Kausche (Executive Director Infrastructure).
<u>BY ZOOM:</u>	Amanda Lewis (MSO Coordinator).
<u>OBSERVER:</u>	Nil

1. APOLOGIES

Hugh Packard (CEO Valmar) Fiona Scott (Policy & Quality Officer Community Services)

Apologies received after meeting: Melissa Bradshaw (Teacher Snowy Valleys School), Hillary Wilde (IDEAS), Catherine Anderson (Kurrajong Therapy Plus), Wendy Arentz, Sophie Gairn (Tourism Officer).

This was an inquorate meeting, no decisions were made.

2. MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Disability Inclusion Access Reference Group Meeting held on 22 April 2021 be received.

Not resolved.

3 BUSINESS ARISING

Nil

4. AGENDA ITEMS

**4.1 DISABILITY INCLUSION ACCESS REFERENCE GROUP - MEETING - 27
MAY 2021**

RECOMMENDATION:

THAT THE COMMITTEE:

Receive the report on DIARG Matters - Thursday 27 May 2021

Not resolved.

Minutes of the Meeting of the Disability Inclusion Access Reference Group held in the Valmar Community Transport Office, 49 Pioneer Street Batlow. on Thursday 27 May 2021

5 GENERAL BUSINESS

Discussion was had on the following items;

- 5.1 Communication issues between Council and DIARG resolved actions,
- Issues arising from DIARG meetings are to be documented in Council reports.
 - Issues raised are entered into CRM.
 - DIARG members are informed of actions carried out.
 - DIARG to be consulted for feedback on erecting or upgrading facilities and amenities going forward.

Note resolved action DIA03/21 Action from 22 April meeting 2021.

The chair did connect with SVC Chief Executive Officer to discuss the issue of lack of consultation between Council and DIARG. This had been resolved by time of phone conversation between Chair and SVC Chief Executive Officer.

- 5.2 Executive Director Infrastructure tabled hard copies of the proposed Evacuation Centre Tumut for feedback.
- 5.3 Online presentation by Karen Harvey from Spinalife about Accessibility Australia app. Karen has suggested that we give feedback on the app on places in SVC Local Government Area.

This has been followed up with the Coordinator Tourism and work is progressing that will be shared on accessibility for people with disability.

- 5.4 Draft framework for the development of SVC DIAP 2022 – 2025 tabled by the Manager Community Services. The draft framework will be shared with DIARG.

6 NEXT MEETING

11am Thursday 24 June 2021

Venue: Meeting Room 2 Council Offices Tumbarumba

There being no further business to discuss, the meeting closed at 11:45am.

**THE MINUTES OF THE DISABILITY INCLUSION ACCESS REFERENCE GROUP
MEETING HELD IN THE COUNCIL CHAMBERS TUMBARUMBA AND VIDEO LINK
ON THURSDAY 24 JUNE 2021**

<u>COMMENCING AT</u>	11:08
<u>PRESENT:</u>	Martin Brown (Chair),
<u>IN ATTENDANCE:</u>	Tracy Wiggins (Manager Community Services), Amanda Lewis (MSO Coordinator).
<u>BY TELEPHONE:</u>	Christine Webb (Aspire Quality Assurance and Training Aq).
<u>BY VIDEO</u>	Moira Kingwell (Principal Snowy Valleys School), Melissa Bradshaw (Teacher Snowy Valleys School), Hillary Wilde (IDEAS), Catherine Anderson (Kurrajong Therapy Plus).
	Community Members: Judi Boyd, Wendy Arentz
	Matthew Suter (Risk Management Officer), Sophie Gairn (Tourism Officer).

1. APOLOGIES

Clr. Cate Cross, Hugh Packard (Valmar), Albert Machala (SVC Event Officer).

2. MINUTES OF PREVIOUS MEETINGS

RESOLVED:

- DIA04/21
1. That the Minutes of the Disability Inclusion Access Reference Group Meeting held on 22 April 2021 be received.
 2. That the Notes of the Disability Inclusion Access Reference Group Inquorate Meeting held 27 May be received.

Martin Brown / Amanda Lewis
CARRIED UNANIMOUSLY.

3 BUSINESS ARISING

Nil

4. AGENDA ITEMS

**4.1 AGENDA - DISABILITY INCLUSION ACCESS REFERENCE GROUP
MEETING - 24 JUNE 2021**

RESOLVED:

Minutes of the Meeting of the Disability Inclusion Access Reference Group held in the Meeting Room 2 Council Offices Tumbarumba on Thursday 24 June 2021

DIA05/21 THAT THE COMMITTEE:

1. Receive the report on DIARG Matters - Thursday 24 June 2021.

Martin Brown / Amanda Lewis
CARRIED UNANIMOUSLY.

5 GENERAL BUSINESS

5.1 Terms of Referenced were reviewed. The following changes to DIARG Terms of Reference were suggested;

'Objectives of the Committee', dot point one, change to read as follows;

"Provide insight to Council's plans, actions and projects in order to facilitate access to services, facilities and activities within the area for people with disability and their carers".

'Structure / Membership', change General Manager to Chief Executive Officer.

'Sub-Committees' change to 'Working Groups', with the following wording. "Members may perform affiliated tasks related to actions of the meetings as volunteers of council and may be requested to undertake Snowy Valleys Council Volunteer Induction training".

'Meetings' change from quarterly to bi - monthly, beginning in February of each calendar year.

RESOLVED:

DIA06/21 THAT THE COMMITTEE:

1. Request Council adopt the suggested changes to the DIARG Terms of Reference.

Martin Brown / Wendy Arentz
CARRIED UNANIMOUSLY.

5.2 Attracting members was discussed. It was suggested to make membership simple and confirm through emails. Other suggestions were to develop a stakeholders list of relevant organisations and contact to us and to better use Council's media.

RESOLVED:

DIA07/21 THAT THE COMMITTEE:

1. In January each year requests for membership be publicised through Council's various media platforms.

Martin Brown / Wendy Arentz
CARRIED UNANIMOUSLY.

Other Business

The DIAP mapping framework was tabled. The Committee was asked for their suggestions on suitable questions for the survey to develop the next SVC Disability Inclusion Action Plan. Suggestions to be collated and forwarded to Committee for feedback.

Business Accessibility program was raised and if this had been followed up. Manager Community Services to follow up with Intereach.

Regional NSW has inclusion grants open . It was suggested that Council apply for funding to establish an adult change facility. Manager Community Services to research if this fits the funding criteria.

A footpath is needed for safe access from Currawong Avenue to the Bull Paddock. Residents in wheelchairs, mobile scooters and parents pushing prams are using the main road to get the main street.

SVC Tourism team are working on information on points of interest, facilities and venues in the Local Government area to share with Spinalife for the Accessibility Australia app. Committee members were asked to review these places in the app and help score them for accessibility for people with disability.

Committee members were asked for their highlights for this financial year to include in the Internal DIAP Annual Reporting. The Committee shared;

- Better and continued connectivity during COVID -19. Meetings were maintained through using ZOOM and once restrictions lessened, members given the choice to participate in meetings through ZOOM and in person.
- Rotation of meetings was seen as inclusive.
- Representation at meetings is varied consisting of relevant organisations, and businesses, community members and staff.
- Presentation to the Disability Conference on International Disability Day by the Chair and Manager Community Services.
- Work placement for students from Snowy valleys School with SVC.
- Improved communication between SVC and Committee.

It was raised that the DIARG Committee had not formally dissolved the Tumbarumba Community Welfare Committee. Minutes of the 26 November 2020 DIARG meeting noted the following, "Committee is dissolving to be an avenue for informal feedback". The Tumbarumba Community Welfare Committee has not met formally since December 2020.

RESOLVED:

DIA08/21 THAT THE COMMITTEE:

1. Formally dissolve the Tumbarumba Community Welfare Committee and the members be thanked for their long term dedication to the Community.

Martin Brown / Wendy Arentz
CARRIED UNANIMOUSLY.

6 NEXT MEETING

11 am 22 July 2021 in Tumut, venue to be advised.

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



Disability Inclusion Access Reference Group

Terms of Reference

ToR No: SVC-TofR-025-01

1. NAME

The Disability Inclusion Action Reference Group (DIARG) is an advisory group to Snowy Valleys Council.

2. STATUS

The Disability Inclusion Action Reference Group does not have executive power or authority to direct staff nor does it enjoy the delegation of any powers, functions or duties of Council.

3. DELEGATION

All decisions of the Committee will constitute recommendations to Council and other major stakeholders where relevant.

4. PURPOSE

The purpose of the committee is to:

- Provide feedback to Council on the actions out of the Disability Inclusion Action Plan (DIAP)
- Provide a forum for discussion for achieving actions out of the DIAP.
- Assist and encourage enhancement of services, facilities and activities within the Council region to include people who have disability.
- Develop links between service providers and Council.

5. OBJECTIVES OF THE COMMITTEE

The Disability Inclusion Action Reference Group is a committee of Council responsive to community needs. The effectiveness of the committee depends on community support. The objectives are:

- Provide insight to council's plans and actions in order to facilitate access to services, facilities and activities within the area for people who have disability.
- Be a sounding board / group for consultation to council and its committees when they plan services, facilities and activities.

Commented [t1]:
Change to "Provide insights to Council's plans, actions and projects in order to facilitate access to services, facilities and activities within the area for people who have disability and their carers".

6. DECISION MAKING

The Committee is to make decisions based on consensus. If it is not possible to arrive at a consensus on a particular item, the recommendation to Council should note the dissenting views.

SVC-TofR-025-01

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Adopted: 24/10/2019

7. MANAGEMENT AND OPERATION OF THE COMMITTEE

a) STRUCTURE / MEMBERSHIP

The Committee shall be comprised of a minimum of five (5) of community representatives, the General Manager or nominated delegate and one Councillor. It is desirable that there is a representation from the entire Council area, a reasonable gender balance and age distribution within the Committee.

Commented [t2]: Change 'General Manager' to Chief Executive Officer.

b) APPOINTMENT AND SELECTION OF MEMBERS

The Snowy Valleys Council will call for applications from community members within the Council area for all community member positions.

The applications will be assessed on their merit and suitable persons will be appointed to the Disability Inclusion Access Reference Group by Snowy Valleys Council. Persons can be self-nominated, or can represent a group or an organisation.

c) TERM

The term will be in line with the term of Council. Any vacancies which occur will be advertised and appointed from nominations received or in the case of an organisation that group can nominate a replacement representative.

Members of the Disability Inclusion Access Reference Group may cease to hold office:

- If the member provides a written resignation;
- By death, mental incapacitation or by serving of a criminal sentence;
- If a member is absent from three consecutive meetings (with or without apology), without having obtained a formal leave of absence.

d) CHAIRPERSON

The Chairperson shall be elected by the committee by a simple majority vote taken from members present at the first meeting of each calendar year and shall serve a term of one year.

In the absence of the Chairperson, the Committee shall elect a Deputy Chairperson for that meeting.

e) COUNCIL STAFF MEMBERS ON COMMITTEES

Snowy Valley's Council staff members who attend Committee meetings shall:

- Not be considered as part of the quorum;
- Have no voting rights;
- Not be able to enact the role of Chairperson or Vice Chairperson at any meeting;
- Be considered as an ex-officio member of the committee at all times.

f) PECUNIARY INTERESTS AND CONFLICTS OF INTEREST

Members of the Committee must, having reviewed the agenda for a meeting, or when becoming aware of a potential conflict of interest or pecuniary interest in any matters being discussed by the Committee, immediately advise the Chairperson.

The Committee member must refrain from participating in the discussion and if deemed appropriate by the voting members present, leave the meeting whilst the

matter is discussed and not participate in any decision making related to the issue. The interest will be recorded in the minutes.

g) QUORUM

A quorum of the Committee will be four (4) appointed voting members.

If a quorum is not reached within 10 minutes of the appointed starting time, the meeting shall:

- a) be adjourned to a time determined by the Chairperson in consultation with the staff member performing Secretariat duties to ensure that the adjourned time does not clash with other scheduled meetings or;
- b) continue as an Inquorate discussion (refer 5h).

h) INQUORATE MEETINGS

In the event that a meeting does not have the required quorum, those members present can determine whether they would like to continue with the meeting as an Inquorate Discussion.

In this case, recommendations for decisions cannot be made, but can be carried forward to subsequent meetings where a quorum is present.

Minutes of an inquorate discussion must take the form of Inquorate Discussion Notes. The members present at an inquorate discussion cannot put or carry any motion or resolution.

i) DECISIONS AND VOTING

The Committee's business is conducted on a consensus model.

If it is not possible to arrive at a consensus on a particular item, the recommendation to Council should note the dissenting views.

Major decisions and recommendations will be referred to Council for adoption.

The Committee shall make recommendations to Council on matters that relate to the objectives of the Disability Inclusion Action Reference Group for Snowy Valleys Council.

Only those Councillors appointed to the Disability Inclusion Action Reference Group have voting rights.

j) ATTENDANCE OF NON MEMBERS

The Committee may, at its discretion, allow non-members, observers and advisers to attend meetings of the committee to facilitate exchange of information and to provide specialist advice and counsel to the Committee.

k) SUB – COMMITTEES

A sub-committee may be formed to undertake affiliated tasks, and that minutes of the sub-committee to be presented to the Disability Inclusion Access Reference Group to form part of the Disability Inclusion Access Reference Group minutes presented to Council.

8. COMMITTEE OPERATION AND MEETINGS

a) MEETINGS

Meetings will be held at least quarterly, as arranged by the committee Chairperson.

The location of meetings are to be distributed within locations of Council.

Commented [t3]: Change to 'Working Groups'
"Members may perform affiliated tasks related to actions of the meetings as volunteers of council and may be requested to undertake Snowy Valleys Council Volunteer Induction training"

Commented [t4]: Change from quarterly to bi-monthly beginning in February of each calendar year.

b) SPECIAL MEETINGS

Special meetings may be called by the Chairperson, or at least two voting members of the Committee in consultation with the Secretariat to avoid potential clashes.

c) NOTICE OF MEETINGS

The Notice of Meeting will be provided to each Committee member in writing, setting out the date, time and place of the meeting; and be accompanied by a business paper which includes an agenda for the meeting, minutes of the previous meeting and any reports to the Committee.

The agenda for ordinary meetings of the committee will be provided to members of the Committee at least three working days prior to the meetings.

A minimum of one week's notice shall be given for any Special meetings of the Committee.

A copy of the notice of meeting, agenda and accompanying reports shall be placed on public exhibition at Council offices, Council website and libraries.

d) MINUTES

Minutes shall be kept of all meetings of the Committee and any working group. Each Committee members will receive copies of the minutes with the notice of meeting for the next meeting.

Other arrangements to receive minutes from the meetings can be made by resolution of the voting members of the Committee.

The minutes shall be confirmed at the next committee meeting with or without amendments.

Copies of the minutes will be supplied to Council before its next meeting following that of the Committee.

e) MEETING PROCEDURES AND PROTOCOL

The procedures and protocols to be observed at the Committee meetings are those of Council's Code of Meeting Practice.

9. SUPPORT AND RESOURCING THE COMMITTEE

Council will provide administrative services and other resources, including a venue, preparation and distribution of agendas/minutes to support the function of the Committee and any working groups.

10. MEDIA COMMENT AND CONFIDENTIALITY

The Committee has no delegated authority to make comments to the media.

The Committee does not have the authority to make comments on behalf of Snowy Valleys Council.

Members of the Committee should appreciate that the Committee may, from time to time, deal with sensitive matters of a confidential nature. The confidentiality of such information should be respected by all members.

11. DOCUMENTATION / COUNCIL AND EXTERNAL REFERENCES

Snowy Valleys Council Code of Meeting Practice was established in accordance with the provisions of Section 360(2) Local Government Act of 1993. The objective of the Code is to provide procedures and standards for the proper, conduct of Council business and decision making.

Snowy Valleys Council Code of Conduct sets the minimum requirements of conduct for council officials in carrying out their functions. The Model Code is prescribed by regulation and was developed to assist council officials understand the standards of conduct that are expected of them.

12. AMENDING THE TERMS OF REFERENCE

Recommendations for amendments to the Terms of Reference can be made at any time provided that suggested changes are noted on the Agenda, a quorum is present at the meeting and the majority of voting members present support the recommendation.

Amendments to the Terms of Reference must be approved by Snowy Valleys Council.

13. DISSOLUTION

Council may at any time dissolve the Committee.

14. LIABILITY OF MEMBERS

In accordance with Division 2 Section 731 of the Local Government Act 1993, A matter or thing done by the Minister, the Director-General, a council, a councillor, a member of a committee of the council or an employee of the council or any person acting under the direction of the Minister, the Director-General, the council or a committee of the council does not, if the matter or thing was done in good faith for the purpose of executing this or any other Act, and for and on behalf of the Minister, the Director-General, the council or a committee of the council, subject a councillor, a member, an employee or a person so acting personally to any action, liability, claim or demand.

15. SUPERSEDING POLICY NO AND TITLE

Community Welfare Committee Terms of Reference (Former Tumbarumba Shire Council)
Third Age Committee Terms of Reference (Former Tumut Shire Council)

16. TERMS OF REFERENCE PREPARED AND AMENDED BY:

Division Manager Community Services

17. HISTORY TABLE

Version No	Activity Log	Approval Date	Resolution Number	Date to be Reviewed
0.0	Reviewed by DIARG meeting	05/09/2019		
1.0	Adopted at Ordinary Council meeting	24/10/2019	M331/19	Sept 2020

THE MINUTES OF THE AERODROME COMMITTEE MEETING HELD IN THE RIVERINA ROOM 76 CAPPER STREET TUMUT, ON TUESDAY 22 JUNE 2021

<u>COMMENCING AT</u>	5:30pm
<u>PRESENT:</u>	Clr John Larter (Councillor Delegate), Fred Kell, Graham Smith, Bridget Ryan, Craig Cullinger, Tom Moxey.
<u>IN ATTENDANCE:</u>	Geoffrey Rotgans – Survey & Design Engineer (Council Delegate) Andy Findlay – Project Manager (Aerodrome extension project)
<u>BY TELEPHONE:</u>	Keith Tonkin – Aviation Projects (Consultant)
<u>OBSERVER:</u>	Nil

1. APOLOGIES**AC3/21 RESOLVED**

That the apologies from Jon Gregory – RFS, and Peter Wilson be accepted.

Craig Cullinger / Tom Moxey

2. MINUTES OF PREVIOUS MEETINGS**AC4/21 RESOLVED:**

That the Minutes of the Aerodrome Committee Meeting held on 9 March 2021 be received.

Graham Smith / Tom Moxey

3 BUSINESS ARISING

Nil

4. AGENDA ITEMS**4.1 AERODROME MATTERS FOR JUNE 2021****Declaration of Pecuniary Interest:**

Conflict of interest declared by Bridget Ryan as owner of land at True North Helicopters and within Tumut River Orchard Estate. Abstained from voting.

Bushfire Local Economic Recovery (BLER) Grant Infrastructure project:

Presentation on Bushfire Local Economic Recovery (BLER) grant infrastructure project moved to beginning of the agenda as this was done via video-link.

DISCUSSION:1. Bushfire Local Economic Recovery (BLER) grant infrastructure project:

Fred Kell – prefers a 23m strip width. The width of the runway strip could affect the approach procedure.

Bridget Ryan – North Extension would be complicated as they are non-contiguous lots under the same Lot/DP and are tied to housing and therefore mortgages/bank loans.

Clr John Larter – Council may seek to acquire all the lots so as not to disadvantage any residents.

Fred Kell – South extension would be better from the perspective of terrain, particularly considering the requirements on a twin engine aircraft with a single engine failure. Considers runway improvements to be in order of strength, width, length. Also suggested that the proposed northern taxiway should be the primary taxiway as it is closest to the former terminal building.

General discussion on the need for water at the aerodrome.

General discussion on whether ASIC cards are needed due to the aerodrome transitioning to certified? Should not need them unless RPT operates out of Tumut Aerodrome.

Aerodrome Terms of Reference:**RECOMMENDATION:**

That Council adopt the Aerodrome Committee Terms of Reference SVC-TofR-007-02 as endorsed by the Aerodrome Committee.

Graham Smith / Tom Moxey

Additional Hangar Space**RECOMMENDATION:**

That Council develop a proposal for additional hangar space and seek Expressions of Interest from the community.

Graham Smith / Tom Moxey

AC5/21 RESOLVED:

THAT THE COMMITTEE:

1. Note the progress of Regional Airport Program Round 1 (RAP1) grant infrastructure project.
2. Note the progress of Bushfire Local Economic Recovery (BLER) grant

infrastructure project and provide any comments or feedback as necessary.

Graham Smith / Tom Moxey

5 GENERAL BUSINESS

The issue of kangaroos at the north end of the runway was discussed. No solutions were raised.

Dumbbell has been displayed in signal circle due to the wet conditions of the grassed areas. May need re-painting.

6 NEXT MEETING

14 September 2021 at 5:30pm in the Riverina Room

There being no further business to discuss, the meeting closed at 7:34pm.



Aerodrome Committee Terms of Reference

ToR No: SVC-TofR-007-02

In addition to the Terms of Reference, the committee must abide by the Council Committees Policy and Council Committee Operation Manual.

1. NAME

The name of the Committee is the Aerodrome Committee.

The Aerodrome Committee is an advisory committee to Snowy Valleys Council.

2. STATUS

The Aerodrome Committee does not have executive power or authority to direct staff nor does it enjoy the delegation of any powers, functions or duties of Council.

3. DELEGATION

All decisions of the Committee will constitute recommendations to Council and other major stakeholders where relevant.

2. PURPOSE

The purpose of the committee is to:

- Provide a forum for discussion of strategic planning issues relevant to the Tumut Aerodrome;
- Provide appropriate advice and recommendations on strategic matters relevant to the Tumut Aerodrome.

3. OBJECTIVES OF THE COMMITTEE

The Aerodrome Committee is a committee of Council responsive to community needs. The effectiveness of the committee depends on community support.

The focus of the Committee shall be on long-term strategic planning, with the outcome being recommendations for inclusion in Council's Community Strategic Plan and its Delivery Program. Discussions should consider funding priorities, service levels and planning for a sustainable future.

Furthermore, the Aerodrome Committee shall provide comment on aerodrome matters, as presented in Aerodrome Committee reports.

Exclusions:

The Aerodrome Committee is not responsible for the day-to-day administration and operation of the Tumut Aerodrome. Any administrative and operational concerns shall be referred to Council through appropriate customer service channels.

Where a matter is deemed significant enough to warrant discussion and/or a recommendation to Council, it may be raised at a Committee meeting.

4. MANAGEMENT AND OPERATION OF THE COMMITTEE

a) MEETINGS

Meetings will be held quarterly at 5:30 pm at Snowy Valleys Council.

b) CHAIRPERSON

The Chairperson shall be elected by the committee by a simple majority vote taken from members present at the first meeting of each calendar year and shall serve a term of one year. In the absence of the Chairperson, the Committee shall elect a Deputy Chairperson for that meeting.

c) SECRETARIAT

A staff member from Snowy Valleys Council shall perform the Secretariat duties for the Committee.

d) PECUNIARY INTERESTS AND CONFLICTS OF INTEREST

Members of the Committee must, having reviewed the agenda for a meeting, or when becoming aware of a potential conflict of interest or pecuniary interest in any matters being discussed by the Committee, immediately advise the Chairperson.

The Committee member must refrain from participating in the discussion and if deemed appropriate by the voting members present, leave the meeting whilst the matter is discussed and not participate in any decision making related to the issue. The interest will be recorded in the minutes.

e) QUORUM

A quorum of the Committee will be half-plus-one (more than 50%) of appointed voting members present.

In the event that a meeting does not have the required quorum, those members present can determine whether they would like to continue with the meeting as an Inquorate Discussion. In this case, recommendations for decisions cannot be made, but can be carried forward to subsequent meetings where a quorum is present.

f) ATTENDANCE OF NON-MEMBERS

All residents and rate payers of the Local Government Area can attend meetings of the committee.

g) MEDIA COMMENT AND CONFIDENTIALITY

The Committee must not make comments to the media on any matter without approval of Councils Communication and Engagement Team.

Members of the Committee should appreciate that the Committee may, from time to time, deal with sensitive matters of a confidential nature. The confidentiality of such information should be respected by all members.

All residents and rate payers of the Local Government Area can attend meetings of the committee.

5. AMENDING THE TERMS OF REFERENCE

Recommendations for amendments to the Terms of Reference can be made at any time provided that suggested changes are noted on the Agenda, a quorum is present at the meeting and the majority of voting members present support the recommendation.

Amendments to the Terms of Reference must be approved by Snowy Valleys Council.

6. HISTORY TABLE

Version No	Approval Date	Resolution Number	Date to be Reviewed
1.0	18 July 2019	M190/19	01/09/2020