



**SNOWY VALLEYS COUNCIL MEETING  
BUSINESS PAPER  
18 JULY 2019**

THE MEETING WILL BE HELD AT 2.00PM  
IN THE COUNCIL CHAMBER BRIDGE STREET, TUMBARUMBA

## **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 Council's website;

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



Thursday 18 July 2019  
Snowy Valleys Council Chambers  
Bridge Street, Tumbarumba  
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

Amended Leave of Absence from Cllr Cate Cross for September Council meeting.

### 3. DECLARATIONS OF PECUNIARY INTEREST

*Pursuant to Section 4 of the Code of Conduct, Councillors are required to declare any direct or indirect pecuniary interest in any matters being considered by Council.*

### 4. PUBLIC FORUM

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NIL

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**13. MEETING CLOSURE**



SNOWY VALLEYS COUNCIL

LEAVE OF ABSENCE — amended.

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: 19<sup>th</sup> September 2019

I will be absent for the following reason/s:

I will be overseas

I will be attending the meeting on 15<sup>th</sup> August

Yours faithfully

(Councillor Signature)

Cate Cross

Print Name

## **5. CONFIRMATION OF MINUTES**

### **5.1 Ordinary Meeting - 13 June 2019**

#### **Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 13 June 2019 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE TUMUT ROOM 76 CAPPER STREET TUMUT, ON THURSDAY 13 JUNE 2019 COMMENCING AT 2:00 PM.**

**PRESENT:** Mayor James Hayes (Chair), Councillor Cate Cross, Councillor Julia Ham, 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 from Cr Bruce Wright was granted on 21 March 2019 for this meeting.

A request for Leave of Absence was received from Cr Andrianna Benjamin for this meeting being held on 13<sup>th</sup> June 2019.

A request for Leave of Absence was received from Cr Cate Cross for the 15<sup>th</sup> August and 19<sup>th</sup> September 2019 meetings of Council.

**M131/19 RESOLVED** that the Leave of Absence received from Cr Andrianna Benjamin from the Council Meeting 13<sup>th</sup> June 2019 and from Cr Cate Cross from the Council Meetings 15<sup>th</sup> August and 19<sup>th</sup> September 2019 be received and granted.

Cr J Larter/Cr J Ham

**CARRIED UNANIMOUSLY**

**3. DECLARATIONS OF INTEREST**

Nil

**4. PUBLIC FORUM**

Nil



## **5. CONFIRMATION OF MINUTES**

### **M132/19 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 16 May 2019 be received.

Cr J Larter/Cr M Isselmann

**CARRIED UNANIMOUSLY**

## **5.1 BUSINESS ARISING**

## **6. CORRESPONDENCE/PETITIONS**

## **7. NOTICE OF MOTION/NOTICE OF RESCISSION**

**M133/19 RESOLVED** that Council accept the Notice of Motion – “Introduction of Tree Preservation Order” for consideration at the 13<sup>th</sup> June 2019 Council meeting.

Cr C Smit/Cr G Pritchard

**CARRIED UNANIMOUSLY**

### **7.1 NOTICE OF MOTION - INTRODUCTION OF TREE PRESERVATION ORDER - CR COR SMIT**

#### **M134/19 RESOLVED**

that Council:

1. Receive the new Snowy Valleys Council Tree Management Policy at its meeting to be held 15<sup>th</sup> August 2019.
2. 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 15<sup>th</sup> August 2019 Council meeting to place the plan on Public Exhibition.

Cr C Smit/Cr G Pritchard

**CARRIED UNANIMOUSLY**

## **7.2 NOTICE OF MOTION - COUNCILLOR STATEMENTS AND QUESTIONS, WORKSHOPS AND CORRESPONDENCE - CR GEOFF PRITCHARD**

**M135/19 RESOLVED** that Council accept the Notice of Motion – “Councillor Statements and Questions, Workshops and correspondence be added to every council meeting agenda” for consideration at the 13<sup>th</sup> June 2019 Council meeting.

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

**M136/19 RESOLVED** that Council seek legal opinion on the following item:

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.)

Cr G Pritchard/Cr J Ham

**CARRIED UNANIMOUSLY**

**M137/19 RESOLVED** that Council accept the Notice of Motion – “Councillor Workshops include the item - councillor initiated topics” for consideration at the 13<sup>th</sup> June 2019 Council Meeting.

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

**M138/19 RESOLVED** that Councillor Workshops include the item “Councillor initiated topics”

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

**M139/19 RESOLVED** that Council accept the Notice of Motion – “Councillors be notified by message or email when the agenda and minutes of any significant external meeting become available” for consideration at the 13<sup>th</sup> June 2019 Council meeting.

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

**M140/19 RESOLVED** that Councillors be notified by message or email when the agenda and minutes of any significant external meeting become available.

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

**M141/19 RESOLVED** that Council accept the Notice of Motion – “Councillors continue to be consulted regarding the agenda before study or similar tours’ for consideration at the 13<sup>th</sup> June 2019 Council meeting.

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

**M142/19 RESOLVED** that Councillors continue to be consulted regarding the agenda before study or similar tours.

Cr G Pritchard/Cr J Larter

**CARRIED UNANIMOUSLY**

## **8. MAYORAL MINUTE**

Nil

## **9. GOVERNANCE AND FINANCIAL REPORTS**

### **9.1 2019 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE**

**M143/19 RESOLVED:**

that Council:

1. Consider attendance at the LGNSW Conference being held 14<sup>th</sup> – 16<sup>th</sup> 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 18<sup>th</sup> July 2019 Council Meeting.
3. That Councillors nominate two (2) voting delegates for voting on motions during the formal business sessions being the Mayor and Deputy Mayor and that these Councillors be authorised to delegate their vote to another Snowy Valleys Council Councillor at their discretion during the meeting.

Cr M Isselmann/Cr C Cross

**CARRIED UNANIMOUSLY**

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

**M144/19 RESOLVED:**

that Council:

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

Cr Pritchard/Cr J Ham

**CARRIED UNANIMOUSLY**

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

**M145/19 RESOLVED:**

that Council:

1. Authorise attendance of Cr Julia Ham and Cr Cor Smit at the SEGRA Conference being held 20-22 August in Barooga.

Cr J Ham/Cr C Smit

**CARRIED UNANIMOUSLY**

**9.4 RENEWAL OF LGNSW MEMBERSHIP 2019/20**

**M146/19 RESOLVED:**

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

Cr M Isselmann/Cr C Cross

**CARRIED UNANIMOUSLY**

**9.5 STATEMENT OF INVESTMENTS - MAY 2019****M147/19 RESOLVED:**

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.

Cr J Ham/Cr M Isselmann

**CARRIED UNANIMOUSLY****9.6 ADOPTION OF FINANCIAL RESERVE MANAGEMENT POLICY****M148/19 RESOLVED:**

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, as amended:
  - Section 5 – to include “Mayor and Councillors - the voting of money to and from a reserve for use on Council works services or operations”.
  - Schedule 1 – to provide clarification of section 355 committee fund reserves held by Council.

Cr J Ham/Cr M Isselmann

**CARRIED UNANIMOUSLY**

**M149/19 RESOLVED** that Council move into Committee of the Whole for discussion.

Cr M Isselmann/Cr C Smit

**CARRIED UNANIMOUSLY**

Director Strategy, Community and Development Gus Cox left the meeting at 2:38 pm

Director Strategy, Community and Development Gus Cox re-joined the meeting at 2:40 pm

Cr John Larter left the meeting at 2:40 pm

Cr John Larter re-joined the meeting at 2:43 pm.

**M150/19 RESOLVED** that Council move out of Committee of the Whole.

Cr M Isselmann/Cr C Smit

**CARRIED UNANIMOUSLY**

**9.7 MAKING THE RATE FOR 2019/20**

**M151/19 RESOLVED:**

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	185		1.2713		148,525.13	148,525.13	
Inundated	4		0.5082		4,929.54	4,929.54	
	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.

Cr J Larter/Cr M Isselmann

**CARRIED UNANIMOUSLY**

- M152/19 RESOLVED** that Council move into Committee of the Whole for discussion.

Cr J Larter/Cr M Isselmann

**CARRIED UNANIMOUSLY**

- M153/19 RESOLVED** that Council move out of Committee of the Whole.

Cr M Isselmann/Cr J Larter

**CARRIED UNANIMOUSLY**

## **10. MANAGEMENT REPORTS**

### **10.1 ADOPTION OF INTEGRATED PLANNING AND REPORTING DOCUMENTS FOR 2019/20**

- M154/19 RESOLVED:**  
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 Integrated Planning and Reporting Plans and Strategies with suggested amendments as per feedback submission summary and include the legislative increases to the companion animal registration fees.
  - Operational Plan 2019-20 (incorporating Revenue Policy);
  - Fees and Charges Schedule 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.

Cr M Isselmann/Cr J Ham

**M155/19 CARRIED UNANIMOUSLY**

**RESOLVED** that Council Move into Committee of the Whole for discussion.

Cr M Isselmann/Cr J Ham

**M156/19 CARRIED UNANIMOUSLY**

**RESOLVED** that Council move out of Committee of the Whole.

Cr J Larter/Cr C Cross

**CARRIED UNANIMOUSLY**

**10.2 SNOW VIEW ESTATE STAGE 3 DEVELOPMENT**

**M157/19 RESOLVED:**

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.
5. Investigate raffling off one of the Snow View Estate blocks outside of the local government area and money raised be donated back to a local Tumbarumba charity.

Cr J Larter/Cr C Smit

**CARRIED UNANIMOUSLY**

**M158/19 RESOLVED** that Council move into Committee of the Whole for discussion.

Cr J Ham/Cr M Isselmann

**CARRIED UNANIMOUSLY**

**M159/19 RESOLVED** that Council move out of Committee of the Whole.

Cr J Ham/Cr J Larter

**CARRIED UNANIMOUSLY**

### **10.3 TUMBARUMBA CARAVAN PARK STAGE TWO**

**M160/19 RESOLVED:**

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

Cr J Larter/Cr M Isselmann

**CARRIED UNANIMOUSLY**

- M161/19** **RESOLVED** that Council move into Committee of the Whole for discussion.  
Cr J Ham/Cr C Smit

**CARRIED UNANIMOUSLY**

- M162/19** **RESOLVED** that Council move out of Committee of the Whole.  
Cr J Larter/Cr C Smit

**CARRIED UNANIMOUSLY**

## **11. MINUTES OF COMMITTEE MEETINGS**

### **11.1 MINUTES - AUDIT RISK AND IMPROVMENT COMMITTEE MEETING - 1 MAY 2019**

**M163/19** **RESOLVED:**

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.

Cr J Larter/Cr J Ham

**CARRIED UNANIMOUSLY**

### **11.2 MINUTES - EXTRA-SALEYARD COMMITTEE MEETING - 28 MAY 2019**

**M164/19** **RESOLVED:**

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.

Cr J Larter/Cr J Ham

**CARRIED UNANIMOUSLY**

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

**M165/19 RESOLVED:**

that Council:

1. Receive the report on the 19<sup>th</sup> 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 19<sup>th</sup> March 2019.
3. Adopt the modified Friends of Tumut Wetlands Terms of Reference to reflect two meetings per annum.

Cr C Smit/Cr J Larter

**CARRIED UNANIMOUSLY**

**11.4 MINUTES - BATLOW DEVELOPMENT LEAGUE MEETING - 1 MAY 2019**

**M166/19 RESOLVED:**

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.

Cr M Isselmann/Cr J Larter

**CARRIED UNANIMOUSLY**

**11.5 MINUTES - KHANCOBAN COMMUNITY COMMITTEE MEETING - 1 MAY 2019****M167/19 RESOLVED:**

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

Cr C Smit/Cr J Ham

**CARRIED UNANIMOUSLY**

**11.6 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION MEETING - 2 MAY 2019****M168/19 RESOLVED:**

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

Cr C Cross/Cr M Isselmann

**CARRIED UNANIMOUSLY**

**11.7 MINUTES - TUMBAFEST COMMITTEE ANNUAL GENERAL MEETING - 17 APRIL 2019 AND COMMITTEE MEETINGS - 17 APRIL 2019 AND 15 MAY 2019****M169/19 RESOLVED:**

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.

Cr J Ham/Cr J Larter

**CARRIED UNANIMOUSLY**

**12. CONFIDENTIAL****M170/19 RESOLVED:**

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.*

Cr M Isselmann/Cr J Ham

**CARRIED UNANIMOUSLY**

At this stage, the time being 3:50 pm Council went into Confidential.

**12.1 ICT PROJECTS – VOICE SYSTEM RENEWAL****M171/19 RESOLVED:**

that Council:

1. Receive the report on CT Projects – Voice System Renewal to the Confidential Section of the June 2019 Council Meeting.
2. Approve the selection of OutcomeX as the successful supplier for the amount of \$176,996.12.

Cr J Larter/Cr C Smit

**CARRIED UNANIMOUSLY**

There being no further business to discuss, the meeting closed at 4:05 pm.

**9. GOVERNANCE AND FINANCIAL REPORTS****9.1 SELECTION OF INTERNAL AUDIT PROVIDER**

**REPORT AUTHOR:** COORDINATOR GOVERNANCE & RISK  
**RESPONSIBLE DIRECTOR:** DIRECTOR INTERNAL SERVICES

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**EXECUTIVE SUMMARY:**

The purpose of this report is to advise Council of the process used during the selection of the recommended Internal Audit providers. In alignment with the *Internal Audit Guidelines September 2010*, "the Audit, Risk and Improvement Committee recommends to Council who should be the internal audit provider".

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

- 1. Receive the report on Selection of Internal Audit Provider**
- 2. Appoint National Audits Group as the Internal Audit Provider for a period of two (2) years**

**BACKGROUND:**

Snowy Valleys Council has established an Audit, Risk and Improvement Committee (ARIC) which is committed to open and transparent governance that meets the community expectations. ARIC enhances the Councils governance framework in alignment with the Local Government Act, 1993.

Internal audit's role is primarily one of providing independent assurance over the internal controls and risk management framework of the Council. Management has primary day-to-day responsibility for the design, implementation, and operation of internal controls. Internal audit has no direct involvement in day-to-day operations, but it has a direct functional relationship with the General Manager and the Council. An effective internal audit function should evaluate and monitor the adequacy and effectiveness of the internal control framework as a minimum

**REPORT:**

A Request for the Provisional of Internal Audit Services for Snowy Valleys Council (reference number VP145607) was opened on 29 April 2019 with VendorPanel, managed through Local Government Procurement. Listed under LGP218, Internal Audit and Management Consulting Services, 12 suppliers were notified. The request closed 17 May 2019 and six responses were received. In addition, Johnsons MME were offered to provide a quotation given they had provided Council with internal audit services for a period of 9 years, however were not listed with VendorPanel.

**Contract Scope**

The scope of this quotation is for the supply and delivery of internal audit services for Snowy Valleys Council for a period of two (2) years with an option for an extended period of one (1) year, at Council's discretion.

**Specifications**

Internal Audit activities may include, but are not limited to:

- The development of a three year Internal Audit Plan
- Development of an annual work schedule (2-3 internal audits per year) for implementation of the Internal Audit Plan
- Provide written briefings
- Attend ARIC meetings
- Consult proactively with management in the development stage of audits

### **Selection Process**

In order to meet the (non-mandatory) *Internal Audit Guidelines, September 2010*, and to have fair, open and transparent operations, the following process took place.

- Council advertised through VendorPanel the Request for Internal Audit Services
- Johnsons MME were offered to provide quotation as not listed on VendorPanel
- All responses provided to the ARIC Chair
- ARIC Chair coordinated the selection of Internal Audit Provider, via email to all committee members
- 2 providers were selected to have a teleconference interview (BDO and National Audit Group)
- Interview panel consisted of ARIC Chair, Glenyce Francis and Independent ARIC member, Steven Walker, also in attendance was Council's Coordinator Governance and Risk
- Preferred provider selected and referee checks made by ARIC Chair
- Report provided to Council outlining reasons from the ARIC Chair (attached)

### **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**

4.5.4 Undertake 3 internal audits annually

### **SUSTAINABILITY ASSESSMENT:**

N/A

### **Financial and Resources Implications**

The provision of internal audit services is part of Councils operational plan for 2019/2020. A budget of \$35,000 (exc. GST) has been set aside in the 2019/2020 budget, for internal audit providers. The response received from the National Audit Groups, sets out a summary of estimated hours and costs for development of the internal audit, (3) internal audits per year and attendance at all meetings. These estimated figures fall within the adopted budget. Throughout the year, these figures will be monitored to ensure that the budget is maintained.

### **Costs and Benefits:**

N/A

**Policy, Legal and Statutory Implications:**

Internal Audit Guidelines, September 2010 (non-mandatory)

Local Government Act, 1993

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

Internal audit is widely used in corporate Australia as a key mechanism to assist Councils to manage risk and improve efficiency and effectiveness. The need to extend Council's understanding of risk management beyond traditional areas of public liability and occupational health and safety, into areas such as internal governance, fraud risk and broader regulatory risk.

One of the key roles of the internal auditor is to provide advice and assurance over the risk management and internal control frameworks. To maintain independence, internal audit will not normally be responsible for the implementation of risk management or making decisions on how risks should be treated.

Risk management is an important component of corporate governance. Risk management is the responsibility of management with oversight by Council and the ARIC. Internal audit can assist management to identify and evaluate the effectiveness of Council's risk management system and contribute to the improvement of risk management and control systems. The three (3) year Internal Audit Plan should be developed after consideration of the council's risk registers and those areas that are high risk to the organisation. Internal audit will usually provide advice and assurance over the risk management and internal control frameworks, but in order to maintain independence, internal audit will not be responsible for its implementation of risk management or making decisions on how risks should be treated.

**OPTIONS:**

To appoint a different company for the provider of internal audit services

To not appoint an internal audit provider

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Community engagement was not required for the selection of an internal audit provider

Consultation for the selection process was conducted through the ARIC Chair. The ARIC Chair coordinated the ARIC committee and provided a recommendation to Council, as per attachment.

Attachments

- 1 Report from ARIC Chair - Selection Internal Audit Provider [↓](#)
- 2 National Audits Group Quotation (under separate cover) [⇒](#)



## SELECTION OF INTERNAL AUDITOR FOR SNOWY VALLEYS COUNCIL

### INTERVIEW PROCESS

#### *Interview Attendees:*

Glenyce Francis, Chair ARIC  
Steven Walker, ARIC Committee member  
Brook Penfold, Coordinator of Governance & Risk provided admin support

Teleconference interviews conducted with Steve Kent, BDO and Stephen Prowse, National Audits Group.

### RECOMMENDATION:

SVC engage National Audits Group to provide internal audit services.

### SUMMARY:

Five quotations were received on Vendorpanel: BDO, Centium, KPMG, National Audits Group, OCM, Vincents.

In addition, Johnsons MME were asked if they would like to provide a quotation given that they have provided internal audit services to Tumbarumba/SVC for 9 years.

National Audits Group and BDO were selected for interview.

Both internal audit providers substantially meet the criteria.

Although BDO demonstrated wide ranging experience in internal audit and other related services in mostly Sydney Metropolitan and eastern seaboard Councils, BDO's quotation is well over the budget available for internal audit in SVC. To bring their services within budget would lead to BDO looking at economies of scale through less travel to SVC (BDO is located in Sydney), less hours devoted to the provision of SVC internal audit services and/or less in depth internal audits.

National Audits Group (NAG) is located in Wagga Wagga and provided a quotation that was within the budget available for internal audit in SVC. NAG internal auditor experience as employees within Wagga Wagga Council as well as private practice experience allows them to be readily across systems and processes and to quickly get in and do an audit within SVC. NAG has a strong focus on a project management approach to all audits and to meet individual Council needs.

#### ***Contacted a referee for NAG - Les Finn, Director Technology & Corporate Services, Parkes Shire Council.***

Very good insight and produced very good work. Understands Councils in country regions and has conducted a wide range of internal audits and some that are sensitive. Works very well with staff, managers, and audit committee and is forthright in their recommendations where needed.

## Background

A selection process for internal auditors for the next 3 years was due to be conducted. Request for quotes were advertised on Vendorpanel which is managed through Local Government Procurement (LGP). LGP is a business arm of Local Government NSW (LGNSW), the membership association for all Councils in NSW. LGP focuses on creating procurement efficiencies and building procurement expertise, saving Councils significantly in time and dollars.

Internal Audit Guidelines September 2010 which were considered (although not mandatory) states:

“ARIC recommends to Council who should be the internal audit provider”.

If selection was left to the next ARIC meeting in August, and for Council adoption September, provider would not be in place until November ARIC. Brook Penfold, Coordinator of Governance & Risk, contacted OLG and Chair, ARIC, Glenyce Francis to discuss suitable process for the selection of Internal Auditors. In order to involve ARIC members and to have internal auditors selected within a reasonable timeframe, the following process was agreed:

- Chair, ARIC to receive a copy of all quotations and selection criteria matrix
- Chair, ARIC to coordinate the selection of the Internal Audit Provider
- All ARIC members be consulted and engaged with the selection process
- The process must be documented and transparent
- Chair, ARIC, to provide Coordinator of Governance & Risk the name of preferred provider no later than Wednesday 26 June
- Coordinator of Governance & Risk organise a written report to July Council meeting for the adoption of Internal Audit Provider
- Internal Audit Provider notified so that they can attend the August ARIC meeting

Note, the 2019/2020 budget for internal audit is \$35,000 (excl. GST) inclusive of the following:

3 year internal audit plan

3 audits per year

Internal Auditor attendance at ARIC meetings

Glenyce Francis  
Chair ARIC

Steven Walker  
External ARIC Committee member

27 June 2019

**9. GOVERNANCE AND FINANCIAL REPORTS****9.2 CODE OF CONDUCT PANEL REVIEWERS**

**REPORT AUTHOR:** DIRECTOR INTERNAL SERVICES  
**RESPONSIBLE DIRECTOR:** DIRECTOR INTERNAL SERVICES

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**EXECUTIVE SUMMARY:**

This report seeks to establish a panel of Code of Conduct Reviewers (known as Conduct Reviewers) as required under Section 440AA of the Local Government Act 1993, and the Local Government (General) Regulations 2005.

The Canberra Region Joint Organisation of Councils (CRJO) has recently conducted a tender process to establish a panel of Conduct Reviewers on behalf of all member Councils, including Snowy Valleys Council.

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

- 1. Receive the report on Code of Conduct Panel Reviewers from the Director Internal Services.**
- 2. Approve the adoption of the CRJO Panel of Conduct Reviewers for the period up to 30 June 2022.**

**BACKGROUND:**

The establishment of a panel of Conduct Reviewers forms part of the Administrative Framework in Council's "Procedures for the Administration of the Model Code of Conduct", revised and approved by Council on 18 April, 2019.

The Administrative Framework (Part 3 of the Procedures) requires that Councils and Joint Organisations establish a Panel of Code of Conduct Reviewers.

Part 3.2 states "The council may by resolution enter into an arrangement with one or more Councils to share a panel of Conduct Reviewers including through a Joint Organisation or another regional body associated with the councils"

**REPORT:**

The 2018 Model Code of Conduct for Local Councils in NSW was adopted by the CRJO Board on the 15 February 2019.

The CRJO invited Expressions of Interest (EOI) from eligible parties for appointment to a regional Panel of Conduct Reviewers, in accordance with the Administrative Framework of Procedures for Administration of the Model Code of Conduct for Local Councils in New South Wales 2018.

The EOI was advertised from the 5 April 2019 through eProcure (electronic tender site) and in the Local Government Tender Section of the Sydney Morning Herald on Tuesday 9 April 2019, Tuesday 16 April 2019, and Tuesday 30 April 2019.

The advertisement was also placed on the CRJO website and the websites of all member Councils.

All ten (10) Member Councils participated in the process by advertising the EOI on their websites. The Office of Local Government confirmed that placing of the EOI on the Council websites met the requirement of clause 3.4 of the Administrative Framework to advertise 'locally'.

There were 27 submissions received and an evaluation panel was established comprising General Manager of Snowy Valleys Council, the General Manager of Bega Valley Shire Council and the General Manager of Snowy Monaro Regional Council.

The evaluation team provided a confidential report to the General Manager's Advisory Committee (GMAC) recommending 12 consultants/entities be appointed to the CRJO Panel of Conduct Reviewers.

GMAC endorsed this recommendation and stated in the CRJO Board Minutes of 24 May 2019:

"That it be noted by member councils that to utilise the CRJO Panel, councils will need to resolve to establish its own panel of Conduct Reviewers as the **CRJO Panel of Conduct Reviewers**". The following consultants/entities have been appointed to the CRJO Panel of Conduct Reviewers:

1. Echidna Associates
2. Meehan and Meehan
3. Applied Integrity Solutions
4. Train Reaction
5. Sinc Solutions
6. Centium
7. O'Connor Marsden
8. Aust Workplace Training
9. Weir Consulting
10. Mediate Today
11. Nemesis Consultancy Group
12. Redenbach Lee Lawyers

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

### **Integrated Planning and Reporting Framework:**

#### **Delivery Outcomes**

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

### **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Ensures that SVC communities are serviced by the best possible providers of this service.	Nil
Environmental	Nil	Nil
Economic	A full assessment & analysis of the costs of this panel has been undertaken by appropriate panel members.	Nil

	<b>Positive</b>	<b>Negative</b>
Governance	Meets requirements of good governance in relation to the selection process & SVC access to quality resources.	Nil

### Financial and Resources Implications

A budget is established to meet costs of engaging Code Reviewers.

### Costs and Benefits:

<b>Financial Costs</b>	<b>Financial Benefits</b>	<b>Benefits</b>	<b>Opportunities</b>
List Direct Costs	Savings on resource costs to Council if we were to manage the EOI process internally.	SVC communities can be assured of qualified and professional resources for this purpose.	Opportunities to leverage off a regional price schedule
List indirect costs	N/A	A list of qualified professionals provides easy access for SVC	Opportunity to participate in a regional model
Initial Costs	N/A	N/A	N/A

### Policy, Legal and Statutory Implications:

The Model Code Procedures are made under section 440AA of the *Local Government Act 1993* and the Local Government (General) Regulation 2005. Section 440AA of the *Local Government Act 1993* requires every council (including county councils) and Joint Organisations to adopt procedures for the administration of their Code of Conduct that incorporate the provisions of the Model Code Procedures.

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

Adoption of the CRJO Panel of Conduct Reviewers will provide a good selection and choice of professional service providers that have been appointed by a highly experienced tender evaluation team at the CRJO level. This will assist in managing reputational risk by ensuring that the resources we apply to investigating conduct within SVC is of the best quality available and will enable optimal decisions and outcomes.

### OPTIONS:

Council can resolve to not appoint the CRJO Panel of Conduct Reviewers and initiate their own tendering process to establish their own panel independently.

### COUNCIL SEAL REQUIRED:

No

### COMMUNITY ENGAGEMENT AND COMMUNICATION:

There is no requirement for internal or external consultation in regard to this matter.

### ATTACHMENTS

Nil

## 9. GOVERNANCE AND FINANCIAL REPORTS

### 9.3 STATEMENT OF INVESTMENTS - JUNE 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 30 June 2019.

Significant expenditure is expected for New Councils Implementation Fund Projects (NCIF), Stronger Communities Infrastructure Fund Projects (SCIF) and other grant funded projects within the next 6 months due to required milestone targets for those projects.

#### RECOMMENDATION:

#### THAT COUNCIL:

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

#### BACKGROUND:

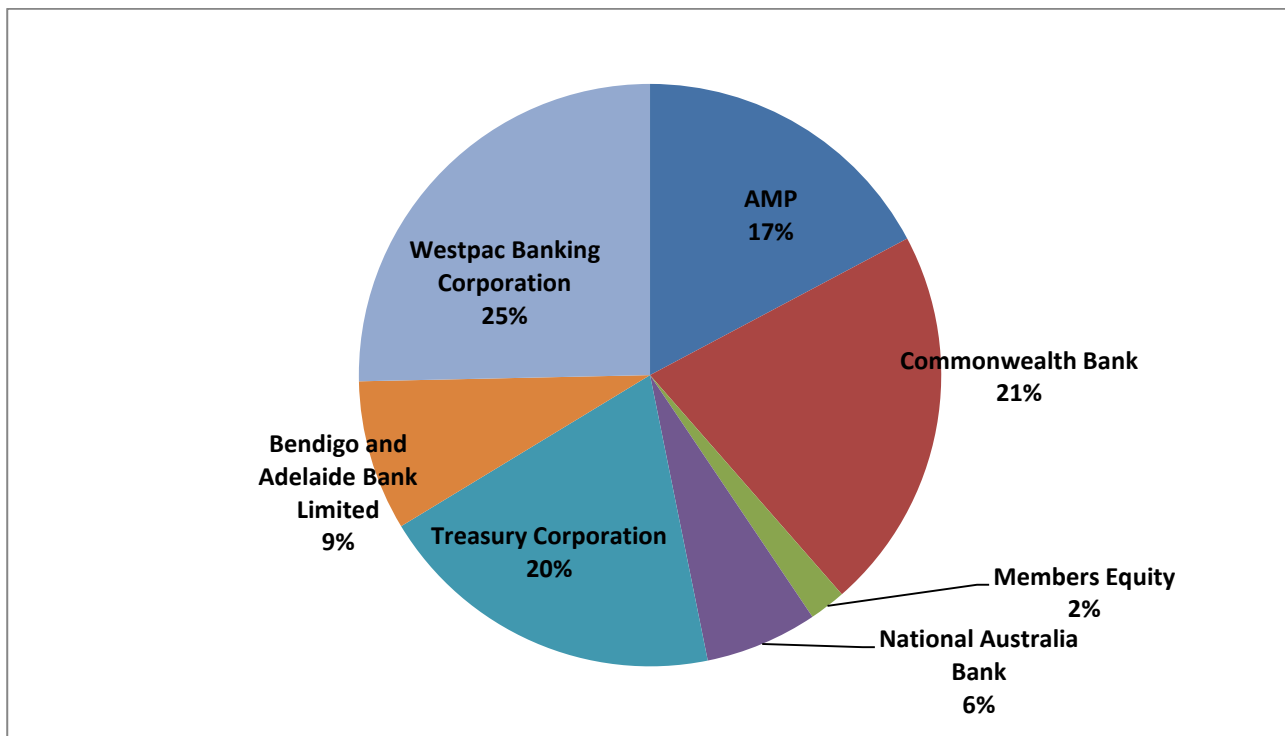
Nil

#### 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		30/06/2019					
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date	
Commonwealth Bank	\$ 13,332	\$ 14,659	-\$ 1,326	IWD Gen	1.25%		
National Australia Bank	\$ 78,057	\$ 154,639	-\$ 76,582	W/Acct	1.25%		
Commonwealth Bank	\$ 636,616	\$ 873,974	-\$ 237,358	W/Acct	1.25%		
Commonwealth Bank	\$ 9,869,848	\$ 7,857,762	\$ 2,012,085	At Call (BOS)	1.35%		
<i>Sub Total Cash &amp; 11 am at Call Accounts</i>	\$ 10,597,853	\$ 8,901,034	\$ 1,696,820		1.28%		
TCorp Investments (at Call)	Balanced Invested \$	Balanced Invested \$		Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)	
Treasury Corporation	\$ 532,664	\$ 531,816	\$ 848	at call	0.15%	2.32%	
Treasury Corporation	\$ 1,072,840	\$ 1,070,837	\$ 2,003	at call	0.18%	2.78%	
Treasury Corporation	\$ 3,346,793	\$ 3,300,257	\$ 46,535	MTGF	1.52%	6.30%	
Treasury Corporation	\$ 4,664,666	\$ 4,536,890	\$ 127,777	LTGF	3.22%	8.79%	
<i>Sub Total TCorp Investments at call</i>	\$ 9,616,962	\$ 9,439,800	\$ 177,162		1.27%		
<b>Total Cash &amp; At Call Investments</b>	<b>\$ 20,214,816</b>	<b>\$ 18,340,834</b>	<b>\$ 1,873,982</b>		1.27%		

	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
AMP	\$ -	\$ 1,000,000	-\$ 1,000,000			
Rural Bank	\$ -	\$ 2,000,000	-\$ 2,000,000			
National Australia Bank	\$ -	\$ 411,140	-\$ 411,140			
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%	26/11/2019
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	30/05/2019	2.10%	26/11/2019
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
Westpac Banking Corporation	\$ 2,000,000	\$ -	\$ 2,000,000	26/06/2019	2.22%	26/06/2020
<b>Total TD's</b>	<b>\$ 29,115,623</b>	<b>\$ 30,526,763</b>	<b>-\$ 1,411,140</b>		<b>2.59%</b>	
<b>Total Cash &amp; Investments</b>	<b>\$ 49,330,438</b>	<b>\$ 48,867,596</b>	<b>\$ 462,842</b>			



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.

Cash and investments have increased by \$462.8k during June 2019 due to the Financial Assistance Grants instalment received.

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

- Redemption of Term deposit \$2m from Rural Bank (reinvested in Westpac)
- Redemption of NAB Term deposit \$411k
- Redemption of Term deposit AMP \$1m to reduce exposure within policy
- New Westpac Term Deposit \$2m for 12 months at 2.22%

In line with Council's investment policy exposure to an individual institution, AMP is now within a maximum exposure of 20% for an A-2 rated investment due to the recent redemptions.

#### **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.



**10. MANAGEMENT REPORTS****10.1 TUMUT HIGH SCHOOL FOOTPATH**

**REPORT AUTHOR:** DIVISION MANAGER ASSET PLANNING & DESIGN  
**RESPONSIBLE DIRECTOR:** DIRECTOR ASSETS AND INFRASTRUCTURE

**EXECUTIVE SUMMARY:**

Tumut High School has approached Council regarding the need to review the footpath access to the School. The Department of Education is funding the replacement of the boundary fence of the school with security fence which will limit the access points for students at drop off and pick up time.

Council is assessing the needs of the area with regards to footpaths and connectivity with the changes in the movement of users entering and exiting the school grounds.

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

1. **Receive the report on Tumut High School Footpath from Director Assets and Infrastructure.**
2. **Include construction of Footpaths on Herbert Street and Bogong Street within the Capital Works program for 2020/21**

**BACKGROUND:**

Council has received notification from the Tumut High School that the external fence is to be replaced. The current fence is only 1m high and provides multiple, unrestricted access points to the school grounds from Bogong Street, Herbert Street, Lambie Street and Sydney Street.

Council's footpath network is situated along Sydney and Bogong Streets, with small access points provided at the corner of Herbert and Lambie Streets to the school grounds. Herbert and Lambie Streets have no connecting footpaths.

**REPORT:**

Current access for Tumut High School students is not restricted, with a number of entry points along Lambie, Herbert, Sydney and Bogong Streets. With the scheduled erection of new security fencing around the school grounds, student access will be restricted.

For Council to provide access from the Bogong Street footpath, along Herbert Street to the gate flagged to be inserted along this street, there would need to be 80m of new footpath created. To join Bogong Street with Lambie Street, along Herbert Street, 210 lineal metres of footpath will need to be constructed.

With the changes in access to the school, changes to pickup and drop off arrangements will occur. The school bus loading will remain on Bogong Street, however it is anticipated that an increase in utilisation and funnelling through the access along Herbert Street will intensify with the focussed drop off and pickup of students at this location.

Tumut High School has 563 student enrolments of which approximately half of these are eligible for school bus travel. The remaining 50 per cent of students either walk, cycle or driven to school.

The installation of the new High School fence commenced in late June.

Funding for construction is estimated to cost \$62,000, of which no budget has been allocated within the 2019/20 financial year. Funding programs exist through Transport for New South Wales that fund half of the cost of the infrastructure, however, these grants are applied for in December of each year, for delivery of the project in the coming financial year (in this case 2020/21).

Council may determine that this project constitutes a high priority and consider the construction as needing to be undertaken immediately. This being the case, Council may fund the project itself through reprioritisation of the 2019/20 works program which has been adopted.

#### **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**

1.2 Provide accessible services and initiatives which support and contribute to wellbeing across all stages of life

#### **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Footpath infrastructure provides comfortable and safe passage for foot traffic, and encourages active transport	Nil identified
Environmental	Reduced damage to grass road verge	Nil significant effects
Economic	Nil identified	Construction will increase whole of life costs for footpaths by a further \$500 per annum
Governance	Budgeting allocations of any option will be undertaken in accordance with Local Government Financial principles	Nil identified

#### **Financial and Resources Implications**

Council has not included this item in its 2019/2020 budget or operational plan.

Consideration of increasing Council's asset base is important in considering the ongoing sustainability of assets. Council is currently meeting its targets for asset renewal and maintenance needs, however, over the past two years, significant new infrastructure either has been constructed or is proposed which will increase Council's infrastructure whole of life costs.

Financial measures need to be carefully considered against the social benefits of providing infrastructure.

#### **Costs and Benefits:**

<b>Financial Costs</b>	<b>Financial Benefits</b>	<b>Benefits</b>	<b>Opportunities</b>
The estimate for delivery of footpaths Bogong Street (80m) - \$17,000.00. Herbert Street (210m) - \$45,000	Nil significant identified.	All-weather access footpath available for use will provide a safer and greater amenity use.	

Financial Costs	Financial Benefits	Benefits	Opportunities
Whole of life costs of the footpath asset class will increase by approximately \$500 per annum	Council has the opportunity to apply for funding under the Active Transport funding arrangements in December for 2020/21.		Footpath connectivity to major footpath generator, encouragement of active transport within community.

### Policy, Legal and Statutory Implications:

Under Section 217 of the Roads Act 1993, Council can recover up to half of the cost as contribution for the construction of paving, kerbing and guttering or footway from the adjoining owner of land. This has not previously been pursued with other government agencies.

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

With the funnelled flow of pedestrians through several key gates, there will be an increase in the wear on the nature strips of Council. This could increase the deterioration of the area and making it more prone to erosion and slip hazards.

### OPTIONS:

Council has 3 options available for this project;

1. Not proceed with funding the footpath
2. Council fund the full project value from capital reserve within the 2020/21 financial year capital program
3. Council fund the full project value through the reappropriation of capital works program within the 2019/20 capital works program

### COUNCIL SEAL REQUIRED:

No.

### COMMUNITY ENGAGEMENT AND COMMUNICATION:

Engagement with the Tumut High School has been undertaken already to better understand the scope and delivery of the new fencing arrangement. This consultation included the identification of needs of students and faculty and understanding of issues that are currently present.

If new works are to be undertaken, consultation with the users of the area would be undertaken through the normal works process. This would include scheduling and negotiation with the school and bus operators to reduce disruption during the construction period.

### Attachments

- 1 Access Point Map [↓](#)



### Tumut High School Pedestrian Entry Points



Map Printed 2019-06-03T10:59:14.062

DISCLAIMER: No responsibility is taken for any errors or omissions that may be contained within any map and associated data in any form. No guarantee is given as to the accuracy of the information contained within any map or

asset locations should be arranged before proceeding with any transactions. You should NOT rely solely on this information especially if you are buying a property. Building on a property and/or making a final decision. It is recommended that you seek legal advice before proceeding.

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Legend	
	Double Entry Point
	Standard Entry Point
	Tumut High Lots



**10. MANAGEMENT REPORTS****10.2 REQUEST FOR ROAD CLOSURE - GRADY**

**REPORT AUTHOR:** DIVISION MANAGER ASSET PLANNING & DESIGN  
**RESPONSIBLE DIRECTOR:** DIRECTOR ASSETS AND INFRASTRUCTURE

**EXECUTIVE SUMMARY:**

A landowner (J.Grady) has requested that the unformed Council road corridor through his blocks be closed, and upon closure of the road transfer of resulting lots to the landowner. Council endorsement is sought to proceed with the request for road closure and sale of resulting land.

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

1. **Receive the report on Request for Road Closure – Grady from Director Assets and Infrastructure**
2. **Apply to close the road corridor across lots 49/757233 and 1/120923 with the condition that the resultant lot will have an instrument to protect the exiting carriageway to any land locked blocks.**
3. **Agree to transfer the formed lot to the applicant, subject to terms of sale being met including:**
  - 1) **Land owner to meet costs of survey and application fees**
  - 2) **A right of carriageway be created along length of corridor in lots 49/757233 and 1/120923**
  - 3) **Sale price to be determined by independent valuation**
  - 4) **Parties to meet own legal costs**
4. **Delegate to the General Manager to obtain an independent valuation of road corridor land be ascertained for purpose to determine sale price**
5. **Delegate to the Mayor and General Manager to affix Council seal and execute documents relevant to the closure of the road reserve and sale of the land to the applicant**

**BACKGROUND:**

Snowy Valleys Council received a letter from Mr Grady's lawyers on 25 March 2019 requesting that the Council road corridor be closed.

Council have facilitated similar road closure requests. The road closure would be undertaken by the Assets/GIS team and will involve legal and survey costs. Previous road closures have taken several years to finalise, as the process has several phases involving multiple state government agencies.

**REPORT:**

Mr Jeff Grady of 1306 Lower Bago Road, Batlow (Lot 1 Dp360783, 1/748644, 49/757233, 1/120923 and 1/417492) has requested that the unformed Council road corridor through his

property be closed. Upon closure of the road, Mr Grady would like the resulting lot to be transferred to him.

Previous similar requests have required compensation payable by the property owner. Compensation payable is based on an independent land valuation which is agreed to between Council and the land owner.

The road corridor exists as a “paper road” only with no intention to develop the corridor in the future. There is no infrastructure affected by this potential road closure, however an instrument should be placed over the resulting lot to protect the existing carriageway over blocks 49/757233 and 1/120923 that provide access to a land locked block (1/417492).

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

##### **Integrated Planning and Reporting Framework:**

##### **CSP Outcome 2028**

Theme 5: Our Infrastructure

##### **Delivery Outcomes**

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

#### **SUSTAINABILITY ASSESSMENT:**

Council would be disposing of an unmanaged/ unmaintained asset whilst ensuring continued access through the appropriate instrument.

#### **Financial and Resources Implications**

Council will have a small outlay for legal costs for the transfer of the land. The resources allocated to process this will mainly be from the Assets and Infrastructure Directorate.

#### **Costs and Benefits:**

It is anticipated that Council costs will be under \$2,000.00. Once converted to freehold land, the parcel will be rateable as Rural Class 1 land and sold to the land owner to the nominated value provided by the independent valuation.

#### **Policy, Legal and Statutory Implications:**

Council currently has not policy position on the retention or sale of undeveloped road corridors.

Legislative framework for the closing of public roads is contained within the Roads Act 1993, and sale of land contained within the Real Property Act 1900. Council will facilitate the process of sale through Council's solicitors.

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

Risk of restriction of access of other properties will be addressed through a right of carriageway creation as a condition of sale.

#### **OPTIONS:**

Council may endorse the recommendation, or decline the request.

#### **COUNCIL SEAL REQUIRED:**

Council may endorse the recommendation, or decline the request.

#### **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

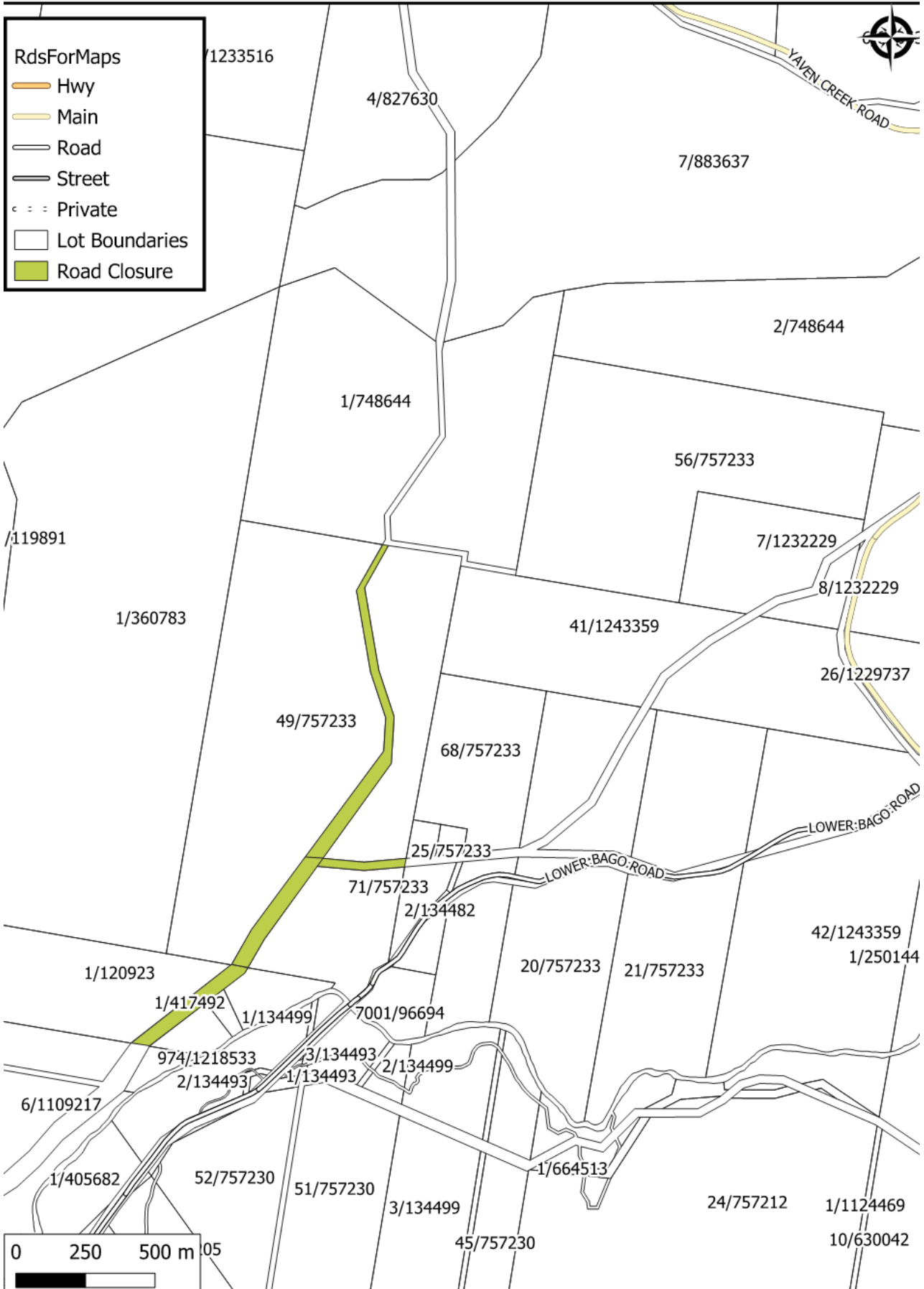
Yes, statutory advertising protocol.

#### Attachments

- 1 Road Corridor Map [↓](#)

g on a property and/or making a final decision. It is recommended that you seek legal advice proceeding. Any data from the LPI is used under license from the Land & Property Information.

Proposed Road Closure



**10. MANAGEMENT REPORTS****10.3 MANNUS LAKE - BLUE GREEN ALGAE INTERIM REPORT**

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

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**EXECUTIVE SUMMARY:**

Council has received the interim report summarising causes of blue green algal blooms on Mannus Lake. The report, undertaken by University of Technology Sydney, also provides suggestions of measures which can be undertaken to mitigate future algal blooms.

Findings of the report provide the context for determining the next steps to management of blue green algal blooms within the lake.

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

- 1. Receive the report on Mannus Lake – Blue Green Algae Interim Report to 18 July 2019 Ordinary Meeting.**
- 2. Receive the University of Technology Sydney Interim Report – Mannus Lake blue-green algal bloom management study May 2019**
- 3. Proceed with project development of site assessment and conceptual design, for the implementation of mechanical mixing devices in Mannus Lake**
- 4. Consider providing \$45,000 towards the project from reprioritisation of capital works in the first quarter budget review**
- 5. Prepare grant applications for the design and construction of mechanical mixers within Mannus Lake**
- 6. Advocate for funding to realise delivery of mechanical mixers within Mannus Lake with relevant members of parliament**

**BACKGROUND:**

Mannus Lake has experienced two seasons of blue-green algal (cyanobacteria) blooms, with the first presence in December 2017. Prior to this date there has been no indication of the presence of blue-green algae within the lake or the river system.

A report was brought to Council's 11 December 2019 meeting where it was resolved to provide financial assistance to those properties struggling to gain access to potable water supply.

Throughout both seasons, Council has engaged the University of Technology Sydney (UTS) to provide expertise in the area of determining the cause of the blooms through sampling and testing, as well as suggestions of management options.

Council has been provided the interim report from UTS, which provides analysis of the environmental causes of the blooms, particularly those experienced in early 2019.

**REPORT:**Cause of algal blooms

The interim report identifies two distinct algal blooms over the report period.



*Chrysochlorum* became prevalent in December 2018, and appear to have developed during a period of “persistent thermal stratification”, a maintaining of high water column temperature. Water column temperature testing within the report, shows that during the December 2018-February 2019 bloom a consistent temperature of above 24°C was held. Following several rain events in late January 2019, the water column was mixed, disrupting the water column to bring lower temperatures at lower depths of the lake.

*Microcystis* and *Dolichospermum* blooms occurred in April 2019 under further periods of stronger thermal stratification. The water column during this period did maintain a cooler temperature during this period, however, the water column maintained a consistent depth from the surface to 5 metres depth.

Suggestions for management of Mannus Lake

The primary suggestion to mitigate against future blooms is the mixing of the reservoir to prevent thermal and oxygen stratification. Mechanical mixing that limits the formation of stratification by a margin as little as two degrees should prevent blooms from occurring and provide conditions where the cyanobacteria have reduced competitive advantage over other algae.

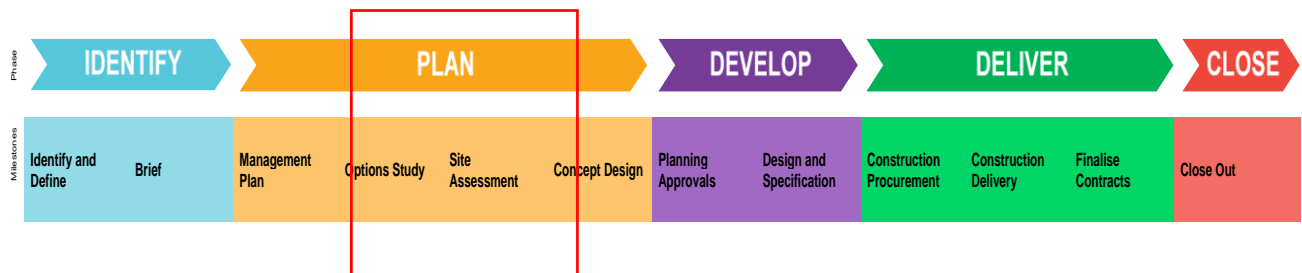
Other long term solutions have been suggested in the report including management of the Mannus Lake catchment. There are some indications that high organic loading exists in the system which can encourage and maintain blue-green algal growth. Additionally, encouragement of aquatic plant growth, and addressing upstream erosion will assist in preventing further blooms.

Comparative between the two suggestions, mechanical mixing will provide results faster than a catchment management approach. Catchment management will further mitigate conditions which encourage algal bloom, and this should still be pursued over the long term to ensure success of mechanical mixing.

Project development

The interim report provides sufficient background and context to deliver a project to mitigate further blooms from occurring, with confidence that the problem that is trying to be solved is known.

Utilising a project development flow chart, we can see that the project for delivering a solution is still within the plan phase at site assessment.



Selection of mechanical mixing as the preferred option for management will require an assessment of the parameters of which the mixer, or mixers, will be required to operate, enabling a full scope of works to be developed.

Following this site assessment and concept design, it is suggested a design and construction contract be pursued for delivery of this project, providing benefits in faster delivery and recognising the expertise and specialist nature of the infrastructure to be put in place.

Funding opportunities

At this point in time there are no specific streams of funding available for management of blue-green algae within waterways. January 2019 the State Government commenced rollout of “temporary” aeration devices following press coverage of fish kills within river systems in the western region of New South Wales.

The federal government has implemented a National Water Infrastructure Development Fund which “is available to state and territory governments to provide co-funding contributions to support the construction of water infrastructure projects that will provide secure and affordable water to primary producers in rural and regional areas to underpin growth in regional economies and communities” (National Water Infrastructure Development Fund Guidelines).

Emphasis on this program is that the project is required to be submitted by the state government, the project must be shovel ready, and the program is on a co-funding arrangement. Pursuit of this option will require support from the local member and Minister of Primary Industries to not only pursue an application, but provide a level of co-funding of the project.

To continue with the delivery of a solution, it is suggested that the next phase of delivery, being the site assessment and concept design be developed by Council to deliver a project that is ready to be delivered immediately. This enhances the project funding attractiveness, and provides a level of confidence to the funding body that the project has sufficient scope to deliver the intended outcomes.

Projects of this nature are unique to local government, and expertise is not contained within the organisation to undertake design of this infrastructure. Further consultancy will be required to develop the project through the next phase of delivery.

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

##### **Integrated Planning and Reporting Framework:**

##### **CSP Outcome 2028**

Theme 3: Our Environment

##### **Delivery Outcomes**

3.4 Protect and manage local air quality, waterways, rivers and streams

##### **Operational Actions**

3.2.3 Mannus Lake Assessment Deliver on actions of report

#### **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Management of blooms will at a minimum reduce frequency and improve reliability of supply to nearby residents and amenity to the community	Nil identified
Environmental	Proposed works once implemented will encourage growth of local aquatic plant life and amenity of the area	Nil identified
Economic	Reliability of water supply for local primary producers	Nil identified
Governance	Proper project development reduces risk to project failure	Development of the project may cause delays to delivery of solution

#### **Financial and Resources Implications**

To date, Council has expended \$20,500 on Mannus Lake Blue-Green Algae management. This amount contains costs of sampling and testing, as well as costs of the UTS study.

Financial assistance for affected residents has expended \$7,200 for the 2018/19 financial year. A further amount of \$7,500 is committed to finalise the UTS study.

There is no dedicated funding source for project development for Mannus Lake within the 2019/20 financial year budget. To pursue the recommendation, Council will have to delay a project within the Capital Works program, with options to be presented to the first quarter budget review.

Funding opportunities through the state government will need to be pursued to enable the delivery of the project on the ground.

#### Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
Site assessment and concept estimate: \$45,000 Design and construct phase estimate: \$280,000	Nil direct benefits	Security of water supply to rural properties down stream. Continued use of Mannus Lake for recreational purposes.	Potential to utilise Mannus Lake as a water security option for Tumbarumba water supply.
Whole of life costs are unknown at this stage of project development	Rate income derived from land value around and downstream of Mannus Lake	Security of agribusiness relying on access to water for stock Continued tourism to the area	

A preliminary estimate of \$350,000 (upper limit) has been used by Council Officers at the early stages of determining the extent of works required. This amount included preliminaries of planning phase, including the UTS study. This is still an appropriate amount given the interim report does not provide sufficient detail the technical elements of the infrastructure to be delivered.

#### Policy, Legal and Statutory Implications:

Responsibility of management of the blue-green algae within water courses is not easily defined. Council maintains the Mannus Lake under a recreational licence, including the infrastructure of the dam. However, water within Mannus Lake is under the jurisdiction of the New South Wales government.

Given the licence arrangements, were Council to construct a mechanical mixer(s), responsibility for maintaining this infrastructure would fall to Council rather than to the State Government.

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

Risk Category	Commentary
Service Delivery	Mannus Lake as a water recreation area is not available during blooms, reducing level of service provided for recreation
Human Resources	Nil significant issues
Work Health & Safety	Nil significant issues directly to the organisation
Financial	Project development is not budgeted and will require adjustment to fund in quarterly budget review if Council pursues the next phase of delivery
Environmental	Continued presence of blue-green algae may cause detrimental effect to the ecosystem of Mannus Lake and downstream of this point
Stakeholders	Community reliance on potable water from Mannus Lake and downstream, if management of lake is not undertaken may cause negative effect to residents
Corporate Governance and	Current management is meeting requirements of

<b>Risk Category</b>	<b>Commentary</b>
Compliance	Council's licence of the water body
Reputation	Council may be criticised for not taking rapid action to mitigate the issues
Political	The local state member of parliament has expressed interest in Mannus Lake and the issues with blue-green algal blooms
Projects	At this stage financial estimates for solution are subject to a significant percentage contingency Work is specialist in nature and risk of sourcing experienced contractors may be difficult

**OPTIONS:**

Council has three relevant options available;

1. Adopt the recommendation to accept the UTS Study and proceed with project development
2. Accept the UTS Study and delay project development until the 2020/21 financial year to be budgeted
3. Accept the UTS Study and not proceed with project development until external funding opportunities become available

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

A communications plan is in place to relay information with regards to the management of blue-green algae at Mannus Lake, and downstream of this point. This communication includes emails to those whom have subscribed to receive sampling data and updates of project status, uploading of information to website, and notification of amber and red alerts to local papers.

Further to this communication, a community meeting has been held on 28 March 2019 in Tooma to provide update of the UTS study, including the deliverables from the study.

A further community meeting is scheduled to be held in Tumbarumba on 6 August 2019, where the UTS Associate Professor supervising the study will provide technical and expert information to community with regards to the contents of the interim report.

The communications plan will be updated followings Council's decision on project development.

Attachments

- 1 Mannus Lake blue-green algal bloom management study - University of Technology Sydney (under separate cover) [⇒](#)

**10. MANAGEMENT REPORTS****10.4 2019 COUNCILLOR STUDY TOUR OF NORTH EAST VICTORIA**

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

**EXECUTIVE SUMMARY:**

A Councillor Study Tour of North East Victoria was undertaken, including a visit to the Albury Waste Management Facility and the Alpine and Indigo Shires on 29 and 30 May 2019.

This report is a summary of the tour and suggested ongoing actions.

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

- 1. Receive the report on the 2019 Councillor Study Tour of North East Victoria From the Divisional Manager Strategy & Place.**
- 2. Continue to foster ongoing partnerships with Albury, Indigo and Alpine Shire Councils and the Upper Murray 2030 Board.**
- 3. Develop a greater presence in the Upper Murray 2030 Strategy implementation through Board participation and review of meeting notes.**
- 4. Support the contribution of \$5,000 to the Upper Murray 2030 program.**
- 5. Support the creation of community renewable energy schemes in the Snowy Valleys region.**
- 6. Support the continued focus on attracting accommodation investment and developing cycling tourism.**

**BACKGROUND:**

The tour was attended by Mayor Cr Hayes, Deputy Mayor Larter, Councillors Ham, Isselmann, Smit, Pritchard and Cross, the General Manager Matt Hyde, Director Strategy, Community and Development Gus Cox, Division Manager Strategy and Place Ben Smith and Coordinator Economic Development Kylie Bradley.

Indigo and Alpine Shires in North East Victoria were chosen because of their success in key areas of potential future growth for the Snowy Valleys region including tourism, rail trails and mountain bike trails, recreational facilities, investment and community renewable energy schemes.

**REPORT:**

The tour began in Tumut. During the trip to Albury, Director Assets and Infrastructure Matthew Christensen was present and the IP&R community feedback was discussed.

**Albury Waste Management Centre – Albury City Council**

Martin Canteros-Paz, Waste Management and Strategy Officer, and consultants from Just Waste joined the group for the tour of the Albury Waste Management Centre. The facility offers a range of recycling, resource recovery and waste management initiatives and is the region's major waste disposal facility. It includes a recycling centre and household problem waste (e.g. car batteries, motor oil, paint) can deposited for free.

Albury City Council were the recipient of numerous NSW EPA and Environmental Trust grants which have assisted in funding the facility and its expansion. The tour was provided by Andrea Baldwin, Waste Manager at Albury City Council.

**Bilson's Brewery Beechworth**

Lunch and a site tour were undertaken at Bilson's Brewery. Bilson's Brewery is an example of what can be achieved through combing history and initiative. The visit provided information about planning and potential reactivation and restoration of the Batlow Cannery. The Brewery was built in 1872 by George Billson to make beers and cordials. It was sold in 1914 and became Murray's Brewing, but alcohol production ceased in the 1920's. Cordial production continued but the site and building were in need of renovation and renewal. In 2017 a couple purchased the site and resumed production and trading under the Bilson's name. It now consist of the Brewery, café, speakeasy, distillery and a barber shop.

The owner of the operation explained how the old building was transformed into the feature that it is today and he was keen to visit Batlow Cannery to understand what is possible in the site using a similar approach.

**Indigo Shire Council – Beechworth**

Indigo Shire has a population of approximately 16,000 and has service centres in Chiltern, Rutherglen and Yackandandah. Beechworth is the main office. Councillors and staff met with Indigo Shire Mayor Bernard Gaffney, 2 Indigo Shire Councillors, Director Community Development and Tourism Mark Florence and Director of Infrastructure Ian Ellis

Indigo Shire staff and councillors emphasised that Economic Development and Tourism are recognised as integral. Some key points discussed included:

- In the Economic Development space there is a mixture of agriculture and manufacturing with a large number of small businesses that employ less than 20 people. The Council have taken the role of facilitating forums and discussions and working with industry, innovators and peak bodies to achieve goals and development. Through consultation and research niche markets have been identifies, including light industrial estates and small but sustainable crops.
- Tourism: the area has a mix of products underpinned by heritage features and landscapes. Cycling is a major contributor to tourist attraction and visitor spend. The Shire's partnership with Tourism North East has been extremely beneficial in marketing the 'High Country' as a leading cycling destination and creating a thriving visitor economy.
- Arts and Culture and Food and Wine are also key shire wide tourism attractors. Events include music festivals and artisan products such as pottery.
- Tourism North East (TNE): TNE is the peak tourism organisation for the area, working in partnership with Visit Victoria, industry and a range of government partners to support and

develop regional tourism. TNE develops the long term strategic vision and direction for tourism in the region.

- In the Economic Development space there is a mixture of agriculture and manufacturing with a large number of small businesses that employ less than 20 people. The Council have taken the role of facilitating forums and discussions and working with industry, innovators and peak bodies to achieve goals and development. Through consultation and research niche markets have been identified, including light industrial estates and small but sustainable crops.
- Business support and leadership. Through partnerships with RDA and creating reference and steering groups, Indigo Shire Council is able to work with the business community and facilitate growth.
- Integrated place making is important and consultants are used. Yackandandah assessing parking, traffic and broader land use issues due to limited residential land.
- A need for private residential land development was identified. The subdivision has community and commercial facilities and is a residential hub for primarily commuters from Albury/Wodonga due to proximity.
- Tourism: the area has a mix of products underpinned by heritage features and landscapes. Cycling is a major contributor to tourist attraction and visitor spend. The Shire's partnership with Tourism North East has been extremely beneficial in marketing the 'High Country' as a leading cycling destination and creating a thriving visitor economy.
- Arts and Culture and Food and Wine are also key shire wide tourism attractors. Events include music festivals and artisan products such as pottery.
- Tourism North East: TNE is the peak tourism organisation for the area, working in partnership with Visit Victoria, industry and a range of government partners to support and develop regional tourism. TNE develops the long term strategic vision and direction for tourism in the region. It also has a cycling optimisation strategy.
- EPIC Mountain Bike Trail. Building Better Regions Funding has been granted for an all seasons mountain bike trail to link Beechworth and Yackandandah.
- The tourism budget is divided between the Historical precinct, tourism industry memberships and events, marketing and visitor services.

### **Alpine Shire Council – Bright**

Alpine Shire has a population of approximately 12,000. The council headquarters are in Bright with service centres located in Dinner Plain, Mount Beauty and Myrtleford. Snowy Valleys Council councillors and staff met with Mayor Ron Janas and key staff including Elaine Burrridge (Manager Economic Development).

Elaine Burrridge presented on the importance of events and tourism and the year on year growth that is being experienced in the region. The tourism sector has several main components: cycling, food, wine and beer, snow and art and culture. Some key points made included:

- The importance and benefits of involvement with Tourism North East. This includes research, development of masterplans and implementation and activation of these strategic plans.
- Cycling High Country: generates visitor spend of \$119million per year and supports 626 jobs. There is also significant private investment into associated products. Maintenance is focused on rail trail marking, signage, sweeping and spraying.
- Mystic Mountain Bike Park: this is a significant example of council, industry and user groups working together to facilitate the creation of a community run recreational space. The Alpine Community Planation is located within HPV plantation land within the Shire and the association is responsible for the operational aspects of the park as well as community engagement, sponsorship and events attraction and marketing.
- The significant growth in number of events being held in the region and the number of visitors they attract. To mitigate the increased demands this places on assets and infrastructure, council has invested in upgrading facilities.
- There are 19,000 visitor beds available in the region, 10,000 in the township of Bright.
- Natural environment is considered very important with 80,000 trees and some heritage listed.
- Council is aware of the need to diversify from a reliance on tourism and has been supportive of new investment in agriculture and industry. Hops is one such product.
- Events are massive in the Shire with over 153 per annum. Discussions around how these events are managed was positive.
- Similar to Snowy Valleys Council there is a lack of accessibility to frequent public transport resulting in high levels of private vehicle traffic in the area.

The Council offices have also been recently refurbished with the inclusion of an up to date screen in the reception area to monitor project progress across the Shire. This was included as a means of communication, engagement and transparency.

### **Yackandandah**

Yackandandah's commercial centre has been classified by the National Trust and has a string connection to its gold mining history. In recent years a volunteer run community group has been integral in the creation of community renewable energy scheme. Totally Renewable Yackandandah (TRY) was formed in 2014 with the aim of achieving 'energy sovereignty' by 2022. The next phase of this initiative is the creation of Indigo Power, a community energy retailer.

Ben McGowan, the manager of Indigo Power, outlined how TRY was created, in particular that it is a community led group that began through discussion and workshops with households and businesses about their energy use and needs. Of particular importance to the creation and sustainability of the project were identifying key deliverables, a mutually supportive environment and the recognition of collective efforts.

Through working with Mondo Power (Energy Company AusNet Services commercial energy business) TRY was able to provide no interest loans for the installation of 550kw solar to 110 households. It was emphasised that this is an example of what is possible through the creation of a community network taking a regional approach and seeking collaboration partners to provide a localised solution to localised problems.



### Upper Murray 2030

The final meeting of the tour was in Khancoban with board members of UM2030. Upper Murray 2030 is community planning project for the future growth of the Upper Murray Region, through driving investment and identifying projects to build long term sustainability, prosperity and health in the region. This region includes the Snowy Valleys Council towns of Khancoban and Jingellic and Snowy Valleys Council has been involved in conjunction with Upper Murray Business Inc, Corryong Health and Towong Shire Council. One of the major projects being undertaken is the creation of an Upper Murray brand.

Another implemented initiative is the Great River Road, which has been initiated with signage and driving guides now completed.

Project work on agribusiness and resilient farming development was of interest to the Snowy Valleys Councillor and should be investigated further.

The Board outlined a request for \$15,000 from SVC to support the 2030 program.

The UM2030 Board continue to move forward in the implementation of other key projects and welcome the continued involvement of Snowy Valleys Council.

### Key learnings summary:

The following learnings have been discussed internally to guide our future work in this area:

- The Victorian Councils visited work very productively with community groups and incorporated public companies to provide community functions and facilities.
- A focus on nature based experiences, particularly cycling has delivered a lot of tourism benefits for these areas. The Snowy Valleys has an opportunity to focus on the same attractions, but with a point of difference around quieter and more affordable places.
- Both Victorian Councils benefited greatly from a well organised and well-funded Tourism North East. SVC can continue to look to leverage regional partnerships in a similar way.

### 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

2.1 Develop strong relationships with local industry, organisations and government to ensure a sustainable local economy

#### Operational Actions

2.2.7 Work with local industry and other councils to promote and support the development of the region as a food destination that includes a number of agritourism experiences.\*

### SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Learning from other similar organisations to provide the best possible community social outcomes.	Nil
Environmental	Understanding how other Councils manage their natural assets, particularly street trees.	Nil

	<b>Positive</b>	<b>Negative</b>
Economic	Understanding what the Snowy Valleys towns could be in terms of Tourism and how we can grow our economy using their learnings.	Nil
Governance	Understanding how other Councils work productively with community groups to deliver value to the community through clear governance arrangements.	Nil

### **Financial and Resources Implications**

The requested funds to support UM2030 can be allocated form within existing budgets.

### **Costs and Benefits:**

The tour was within the budget allowances.

High benefits as Councillors and staff received relevant information from associated Councils and through networking with Councils and community groups to create partnerships and identify possible areas of growth and activity.

### **Policy, Legal and Statutory Implications:**

Attendance was as per Councillors Payment of Expenses Payment of Expenses and the Provision of Facilities to Mayor, and Councillors Policy and Interaction between Councillors and Staff Policy.

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

Nil

### **OPTIONS:**

1. Accept the report and its recommendations.
2. Request alternative recommendations.

### **COUNCIL SEAL REQUIRED:**

No

### **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

The learnings from the tour have been discussed at a high level at the Tumbarumba Chamber of Commerce, in the staff morning teas and in the June Council meeting.

### **ATTACHMENTS**

Nil

**10. MANAGEMENT REPORTS****10.5 EXHIBITION OF DRAFT SVC DEVELOPMENT CONTROL PLAN 2019**

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

**EXECUTIVE SUMMARY:**

As part of the One SVC theme there is a need to provide a consistent approach to the assessment of development proposals across the SVC region. The creation of a single Development Control Plan (DCP) replacing the two current plans that are conflicting and outdated.

This report recommends that Council endorse the public exhibition of the draft document.

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

- 1. Receive the report on the Draft Development Control Plan from the Divisional Manager Development & Environment.**
- 2. Endorse the public exhibition of the Draft Snowy Valleys Development Control Plan in accordance with the requirements of the Environmental Planning & Assessment Regulation 2000**

**BACKGROUND:**

The current situation in SVC is that there are two DCP's that are very different in nature and outdated. The creation of a new SVC DCP will remedy this situation. Council previously resolved to include the creation of a new development control plan for the SVC Region in the Operational Plan, replacing the two existing outdated DCP's.

The document has reached a draft stage that is considered suitable for exhibition to the public as required by the Environmental Planning & Assessment Regulation 2000 subject to Council's endorsement.

**REPORT:**

DCP's provide the local standards for development design. The controls represent the expectations of Council and the community for development within a local government area. It also acts as a guideline for developers in the preparation of development proposal and provide a template for Council staff to assess development applications. In addition, the DCP together with a check sheet matrix, forms the guide for applicants and staff on what must be submitted to Council in support of an application.

The draft document referred to in this report is the result of 6 months of work and represents the important content from the previous two documents, with the format modelled from what the team considered the best examples from other rural Councils of similar size and nature to SVC.

The draft DCP was presented at a Councillor workshop on 4 July 2019. There was extensive discussions regarding the inclusions of a Tree Prevention Order (TPO) in the DCP as per the Notice of Motion from the June Council meeting. Staff presented a review of the resources required to administer the previous Tumut Shire TPO, which was repealed in 2005 and other Council's TPO's of a similar size. Also liability issues associated with the introduction and management of a TPO. An alternative to promote the National Register of Significant Trees administered by the

National Trusts of Australia as part of the place based planning projects was preferred. This would allow the local community to identify significant trees and to nominate the tree(s) to be placed on the register to protect the trees.

#### **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**

1.9 Provide a planning and development framework which protects the local amenity while supporting sustainable growth and an appropriate balance of land use

##### **Operational Actions**

1.1.2 Continue the development and delivery of place based plans as a way to integrate town/village developments around long term aspirations.\*

#### **SUSTAINABILITY ASSESSMENT:**

The DCP project is an activity identified in Council's Operational Plan with a timeframe requiring a draft DCP being prepared by June 2019.

	<b>Positive</b>	<b>Negative</b>
Social	Ensuring adequate guidance is provided to the community on development design.	Nil
Environmental	Ensuring development proposals are sympathetic to the SVC natural environment	Nil
Economic	Providing confidence in the SVC development assessment process	Nil
Governance	Council provides providing a tool for consistency and quality of development across SVC	Some customers may disagree with certain of the controls.

#### **Financial and Resources Implications**

The DCP project is State funded and has relied on both staff resources and the engagement of consultants.

#### **Policy, Legal and Statutory Implications:**

The production of a DCP is regulated by the State Government through the Environmental Planning and Assessment Act and the associated Environmental Planning & Assessment Regulation 2000.

Draft development control plans must be publicly exhibited in accordance with the requirements of the Environmental Planning Regulation 2000 (See extract below).

1. *Following the preparation of a draft development control plan, the council:*

- (a) *must give public notice in a local newspaper of the places, dates and times for inspection of the draft plan,*
- (b) *must publicly exhibit at the places, on the dates and during the times set out in the notice:*
- (i) *a copy of the draft plan, and*
- (ii) *a copy of any relevant local environmental plan or deemed environmental planning instrument, and*
- (c) *must specify in the notice the period during which submissions about the draft plan may be made to the council (which must include the period during which the plan is being publicly exhibited).*

2. *A draft development control plan must be publicly exhibited for at least 28 days.”*

Council has met the legal requirements to date, including the endorsement of Council for the public exhibition of the Plan.

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

The adoption of a new and contemporary DCP will reduce our risks which are primarily related to customer dissatisfaction, reputation and legal. The current risks are a product of an outdated resource quoting repealed legislation and standards.

#### **OPTIONS:**

There are no options regarding the exhibition of the Draft DCP as it is legislated. Council may defer the matter, but the exhibition process will still need to be considered to complete the project

#### **COUNCIL SEAL REQUIRED:**

No

#### **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Internally workshops with Assets and Development & Environment staff were carried out in the creation of the draft DCP. A Councillor workshop has also been undertaken to review the format and content of the document.

Placing the document on exhibition will give the community an opportunity to review the document and make appropriate comment. The draft plan will also be circulated to the Chambers of Commerce and other community organisations for review. If requested, Council staff could present to the relevant organisation.

#### Attachments

- 1 Snowy Valleys Council DCP Draft - July 2019 (under separate cover) [↗](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.1 MINUTES - ABORIGINAL LIAISON COMMITTEE MEETING - 19 JUNE 2019**

**REPORT AUTHOR:** COORDINATOR COMMUNITY & CULTURAL DEVELOPMENT  
**RESPONSIBLE DIRECTOR:** DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

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

1. Receive the report on the Aboriginal Liaison Committee from Coordinator Community & Cultural Development
2. Note the Minutes of the Aboriginal Liaison Committee meeting held on 19th June 2019.
3. Adopt the following recommendation/s from the minutes:

- a) That Council endorse the membership of Shane Herrington to the Aboriginal Liaison Committee of Snowy Valleys Council.

That Council develop a Reconciliation Action Plan in Consultation with the Aboriginal Liaison Committee and any Aboriginal and Torres Strait Islander employees of Snowy Valleys Council.

**BACKGROUND:**

The Aboriginal Liaison Committee's purpose is to provide a forum for discussion between Council and the Aboriginal Community on key issues. In July 2007 Council and the Aboriginal Community developed a Memorandum of Understanding (MoU). The MoU provides the agreed wording for the Council Acknowledgment of Country and also led to the development of the Aboriginal Cultural Protocols and Practices Policy (adopted in 2011).

The MOU between the Aboriginal Community and Snowy Valleys Council was adopted on 11<sup>th</sup> December 2018. The Snowy Valleys Council Aboriginal Cultural Protocols and Practices Policy was adopted on 11<sup>th</sup> December 2018.

The Aboriginal Liaison Committee meetings are held every two months.

**REPORT:**

The minutes of the April 2019 Aboriginal Liaison Committee meeting were endorsed as a true and accurate record at this meeting.

**Business Arising from April meeting minutes**

Division Manager Assets & Infrastructure Glen McGrath was a guest at the meeting and responded to previous meeting business arising from minutes regarding the committee's recommendation to look into the Parade in Tumburumba having a Heavy Vehicle Bypass. Glen noted that the road is a state owned road and not under Council's Management.

Following the meeting Council delegate Mark Mazzini had an informal chat with some of the committee members reminding them that these committee meetings were meant to address and discuss issues to Council concerning and affecting the local Aboriginal communities. He reiterated that discussion around roads and other general assets and infrastructure were fine to be had in conversation but shouldn't be made as agenda items in an Aboriginal Liaison Committee meeting.

### **Membership of Aboriginal Liaison Committee**

One application for membership from Shane Herrington was accepted by the Aboriginal Liaison Committee at the June meeting and recommended to Council for endorsement.

### **NAIDOC Week**

Activities organised and being put together during NAIDOC week were discussed in the meeting. Evan Saunders advised that invitations to flag raising ceremonies and morning teas had been coordinated by Council in partnership with BTLALC (Brungle Tumut Local Aboriginal Land Council) and TKNIC (Toomaroombah Kunama Namadgi Indigenous Corporation).

Other activities happening in the region include NPWS tour to Kiley's Run, activities in Bila Park, Brungle and Coe-ee Cottage and the NAIDOC Ball in Gundagai.

Tumut NAIDOC Flag raising ceremony and Morning Tea, 10am Monday 8<sup>th</sup> July at BTLALC building 55 Merivale Street Tumut.

Tumbarumba NAIDOC Flag raising ceremony and Morning Tea, 10am Saturday 13<sup>th</sup> July at Council Chambers, Bridge Street Tumbarumba.

### **Aboriginal Constitution Recognition Position Statement**

Sue Bulger noted the attached document on page 10 of the business paper stating the Aboriginal Constitutional Recognition Position Statement provided by LGNSW. No further feedback given from the Committee.

### **Reconciliation Action Plan**

The Committee made a recommendation to Council to form a RAP in consultation with relevant Aboriginal and Torres Strait Islander Committee members and Council employees.

### **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**

1.3 Protect and preserve local history and heritage

#### **Operational Actions**

1.3.3 Work in partnership with the Aboriginal community

### **SUSTAINABILITY ASSESSMENT:**

#### **Financial and Resources Implications**

Preparation for the Aboriginal Liaison Committee meeting involves staff time taken to prepare the agenda and report, conduct the meetings and write the minutes. This would be approximately 3-4 hours of staff time depending on the length of the meeting. These meetings are held every 2 months.

The Aboriginal Cultural Protocols and Practices Policy provides the option of a payment up to the amount of \$100 to Elders who deliver a Welcome to Country at significant Council events.

**Costs and Benefits:**

The Aboriginal Liaison Committee provides a link for Council and the Aboriginal Community and also a platform for the Aboriginal Community to raise matters that concern them that Council may be able to assist with. It allows the two parties to work in partnership to develop and deliver a program of Aboriginal Cultural recognition activities and for Council to support Indigenous cultural activities and projects.

**Policy, Legal and Statutory Implications:**

Nil

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

It is important that Council considers the recommendations of committees to ensure that balanced and objective decisions are made with full knowledge of costs and resources.

**OPTIONS:**

Council receives the report and adopt the minutes of the Aboriginal Liaison Committee without change.

Council receives the report and nominate changes to the minutes of the Aboriginal Liaison Committee and consult with the Aboriginal Liaison Committee on those amendments.

Council receives the report and does not adopt the minutes of the Aboriginal Liaison Committee and consults with the Aboriginal Liaison Committee as to the reasons.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Meetings have been held with Aboriginal community members and Elders regarding NAIDOC Week activities. These meetings and consultations have been conducted in both Tumbarumba and Tumut.

Attachments

- 1 Minutes - Aboriginal Liaison Committee (under separate cover) [⇒](#)



**11. MINUTES OF COMMITTEE MEETINGS****11.2 MINUTES - AERODROME COMMITTEE MEETING - 11 JUNE 2019**

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

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

1. Receive the report on the Aerodrome Committee Meeting from Director Assets and Infrastructure.
2. Note the Minutes of the Aerodrome Committee meeting held on Tuesday 11 June 2019.
3. Adopt the following recommendation/s from the minutes:
  - i. That the Council adopt the DRAFT Aerodrome Committee Terms of Reference with the changes to structure/membership and quorum. (Advisory committee - not a S355 committee)
  - ii. That Council accept the resignation of Mr Francis and produce a letter on behalf of the committee expressing thanks to Mr Francis for his long-standing service to the Aerodrome Committee.
  - iii. That Council endorse the appointment of Mr Jon Gregory to the Aerodrome Committee.
  - iv. That Council seek a report on the committee recommendations to:
    - (1) Consider sealing the area from the fuel facility to the Aero Club Hangar through to the culvert near the RFS shed.
    - (2) Consider extending the culvert near the RFS shed.
    - (3) Consider improving the south-east grassed taxiway.

**BACKGROUND:**

At its meeting dated 11 June 2019, the Aerodrome Committee considered the following matters:

- DRAFT Aerodrome Committee Terms of Reference
- Committee Member Resignation
- Application for Membership on the Committee
- Trees Obstructing the OLS
- Signage to address public safety issues
- Providing a sealed area to reduce debris issues
- Extending the culvert near the RFS shed
- Improving the south east taxiway surface over the culvert adjoining the runway

**REPORT:****DRAFT Aerodrome Committee Terms of Reference**

The Aerodrome Committee recommends the adoption of the ToR with the following changes:

1. Change the structure/membership (point 5a, pg.2) to be a minimum of six instead of eight due to the difficulty of gaining committee members.
2. Change the quorum to be half-plus-one (or more than 50%) (point 5h, pg.3) reflecting the structure/membership change.

### **Committee Member Resignation**

A letter of resignation was received from Mr David Francis, who has served on the Aerodrome Committee for almost a decade – much of this time was spent as the Committee Chair. The Committee recognises Mr Francis' service and many contributions to the Tumut Aerodrome and aviation community and requests that this should be recognised by way of a letter of appreciation from Council on behalf of the Committee.

### **Application for Membership on the Committee**

An application for membership was received from Mr Jon Gregory, District Manager, Riverina Highlands, NSW RFS. The RFS is a frequent user of the Tumut Aerodrome for their aerial firefighting operations, and a major contributor to community safety and emergency management in the area. Mr Gregory would be a valuable contributor to the Aerodrome Committee with a wealth of knowledge and experience. The committee recommends Council appoint Mr Gregory to the Aerodrome Committee.

### **Trees Obstructing the Obstacle Limitation Surface**

The annual Obstacle Limitation Surface (OLS) survey was recently undertaken by the Civil Aviation Safety Authority (CASA). This survey identified a number of trees which obstructed the OLS and need to be addressed. The Committee recommended that Council trim these trees as a priority for aviation safety. Due to the specialised equipment needed and related expense, efficiencies are gained by coupling these works with other tree works being undertaken in the area as an operational matter.

The recommendation that Council lop the trees along Wee Jasper Road, which were obstructing the Obstacle Limitation Surface, has already been actioned as an operational matter.

### **Aerodrome Stakeholder Meeting**

There were a number of complaints to councillors and staff during firefighting operations this season. As a result, the Aerodrome Committee met on-site with multiple stakeholders on 20 May to discuss the issues. These issues were then brought to the Aerodrome Committee meeting on 11 June so as to report back recommendations to Council.

It is hoped that an understanding of the issues, coupled with the Tumut Aerodrome Masterplan will enable Council to pursue funding opportunities to improve the functionality of the aerodrome during emergency periods.

### **Improvements to the Aerodrome**

#### Discussion

During the course of the meeting, the committee members discussed a number of issues regarding aerodrome infrastructure as raised at the Aerodrome Stakeholder Meeting. Several points were discussed including:

- Public Safety Access Issues
- Congestion / Aircraft Parking
- Damage to 'Seal Only' Portion of Apron
- Dust & Debris Issues

- RFS Water Loading Area
- Request to Extend Culvert
- Request for Extra Taxiway near RFS Facility
- Request for Runway Extension
- Parking of Helicopters Away from Hangars, Clubhouse & Airport Lodge

#### Short-term items – Signage at the southern gate

The Committee identified items of minimal investment as well as operational controls which may be used to address some of these issues, thus avoiding large infrastructure investment where possible.

A chief control was the recommendation that Council prioritise the erection of signage at the southern gate to address public safety issues rather than use expensive fencing to control the risk to public safety. One sign reading “No Public Access, Authorised Vehicles Only” will discourage the public from entering onto airside land, while another reading “Public access at Aerodrome Entry - 280m” will direct the public to the correct entry. These signs are being actioned as an operational matter and funded out of the aerodrome maintenance budget.

#### Items requiring further investigation

Where the nature of investment was higher, the Committee has recommended that Council seek a further report to quantify investment and prioritise items. It is hoped that funding opportunities may then be identified to address these issues.

The following items were identified as key infrastructure upgrades requiring investigation:

- 1) Consider sealing the area from the fuel facility to the Aero Club Hangar through to the culvert near the RFS shed.  
It was reported that there is a dust and debris issue in this area due to the heavy traffic. Very little grass grows here, and dust and debris become a hazard with multiple craft traversing this area. Aircraft use the area for fuelling, and there is high traffic flow during firefighting operations. Dust and debris is not only a nuisance, it can also be hazardous to aircraft safety.
- 2) Consider extending the culvert near the RFS shed.  
The culvert near the RFS shed is used for the aerial water bombers to cross from the apron to the RFS shed for filling with water and retardant. The culvert is quite narrow which is a safety issue - due to the upwards angle of the aircraft (rear wheel) and the long nose, the pilots cannot see the culvert on approach and risk running into the drainage ditch.
- 3) Consider improving the south-east grassed taxiway.  
The grassed taxiway crossing over the runway drainage line near the RFS shed is very uneven and makes the cycling of aircraft traffic during a firefighting operation very difficult. Relatively small variances on the ground surface are amplified through an aircraft to produce very large and fast movements at the wingtips.

This taxiway is reflected on Council's aerodrome masterplan as a sealed taxiway. It is proposed that Council consider the cost of a gravel taxiway compared to a sealed taxiway. This infrastructure will improve safety, increase firefighting efficiency, and progress infrastructure in-line with Council's adopted masterplan.

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

#### **Integrated Planning and Reporting Framework:**

#### **CSP Outcome 2028**

Theme 5: Our Infrastructure

**Delivery Outcomes**

5.2 Provide well maintained safe, vibrant and accessible community spaces and facilities

**Operational Actions**

5.2.4 Maintain and improve public facilities, buildings, amenities within budget

**SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	d) Increase community safety e) Provide improved community facilities, increase fire-fighting efficiencies and therefore public safety,	
Environmental	Minimal	Minimal
Economic	d) Reduced risk to Council e) Improved facilities may attract more economic contributors to the area. Improved fire-fighting efficiencies will protect the region's assets and reduce the economic impacts of a fire. The opportunity to seek grants or alternate funding can bring these funds and their benefits to the area.	e) Capital expenditure on infrastructure if funded by Council
Governance	None foreseen	None foreseen

**Financial and Resources Implications**

- Minimal cost involved in signage.
- Staff resources used to produce the report, specialist consulting costs, etc.

**Costs and Benefits:**

<b>Financial Costs</b>	<b>Financial Benefits</b>	<b>Benefits</b>	<b>Opportunities</b>
Signage <\$500 Staff Time	Prevention of death (\$2.07M) & serious injury (\$335k) (Australian Transport Assessment & Planning). Report – efficiencies from informed decision making range based on the total of the projects potentially entered into.	Increased community safety. Wise use of resources.	None identified.
Increased cost of maintenance around the sign. None identified.		Less risk.	Improved/upheld reputation in the areas of safety and fund management.

**Policy, Legal and Statutory Implications:**

Nil with recommendation.

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

Recommendation of signage is to manage public safety risk. Inaction exposes Council to this risk.

**OPTIONS:**

Council may consider to not accept the recommendations and offer alternatives.

**COUNCIL SEAL REQUIRED:**

No.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Community has been engaged with through the stakeholder site visit, and recommendations were then passed through the Aerodrome Committee. The Committee will be further consulted where required.

Attachments

- 1 20190611 - Minutes - Tumut Aerodrome Committee (under separate cover) [⇨](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.3 MINUTES - LOCAL TRAFFIC COMMITTEE MEETING - 3 APRIL 2019**

**REPORT AUTHOR:** ROAD SAFETY OFFICER  
**RESPONSIBLE DIRECTOR:** DIRECTOR ASSETS AND INFRASTRUCTURE

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

- 1. Receive the report on the Local Traffic Committee Meeting – 3 April 2019**

**BACKGROUND:**

The Local Traffic Committee is primarily a technical review committee related to traffic control devices, facilities and events related to roads and transport within the Local Government Area that are not State nor Federal Roads.

**REPORT:**

This is a report of a discussion that took place in lieu of a formal Local Traffic Committee meeting. The meeting did not formally occur as there were no representatives from the Local Members of Parliament due to the recent State elections that were held on the 23<sup>rd</sup> March 2019, nor were there representatives from NSW Police and the resulting quorum was not met.

Items that were briefly discussed included:

- Speed Zone Reduction Request, Tooma where there was not enough information on the consensus of either community or collected road traffic data.
- Rural bus stop applications for bus routes (TJ Hessel) N24252 for 519, 1236 Tooma Road
- Special event applications for the 2019 Tumbarumba Reading Day
- The 2019 ANZAC Day March (Tumut only)
- The 2019 Festival of the Falling Leaf.

Permission for the special events was to be obtained via collaboration between Committee members via emails.

In general business discussion regarding the traffic impacts from the Snowy 2.0 project occurred.

**LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:****Integrated Planning and Reporting Framework:****CSP Outcome 2028**

Theme 5: Our Infrastructure

**Delivery Outcomes**

5.3 Provide and partner with other agencies to deliver an effective, safe local transport network

**Operational Actions**

5.3.2 Implement actions from the Road Safety action plan

**SUSTAINABILITY ASSESSMENT:****Financial and Resources Implications**

No motions passed however staff costs will be associated with the event applications.

**Costs and Benefits:**

No projects costs were discussed.

**Policy, Legal and Statutory Implications:**

Requirement for Council to maintain a Local Traffic Committee are pertained within the Roads Act 1993, with Terms of Reference being supplied by Transport for New South Wales.

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

Risks of technical nature are considered by the committee, with nil significant risks identified.

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil.

Attachments

- 1 Minutes - Local Traffic Committee meeting - 3 April 2019 (under separate cover) [⇨](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.4 MINUTES - TUMBARUMBA YOUTH COUNCIL COMMITTEE MEETING - 25 JUNE 2019**

**REPORT AUTHOR:** COORDINATOR COMMUNITY & CULTURAL DEVELOPMENT  
**RESPONSIBLE DIRECTOR:** DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

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

- 1. Receive the report on the Tumbarumba Youth Council Committee from the Director Strategy, Community and Development.**
- 2. Note the Minutes of the Tumbarumba Youth Council Committee meeting held on 25 June 2019.**

**BACKGROUND:**

The aim of the Tumbarumba Youth Council Committee is to provide a forum for consultation between Council and the youth (12 -25 years) of the local area to achieve:

- Promotion of a positive profile of young people
- Active involvement in increasing the level and variety of entertainment and recreation for young people
- Provision of a forum where young people can express their views and those views will be heard and respected
- Improved two-way communication between young people and the rest of the community

**REPORT:****Agenda Item 1 - Recruitment of New Members**

Discussion was held around how to recruit, and how potential members could be made aware of the Youth Council and their role. Members discussed utilising the SRC as a potential pool for members and will provide an open invite for all SRC members to join the YC. Members felt a physical presence is also required with the SRC where questions can be answered face to face. A BBQ was held during the last informal meeting. Due to a late change from lunch to recess there was minimal opportunity to actively recruit, however, still actively promoted the YC within the school.

**Agenda item 2 – Future Planning**

Discussions were held around a potential marquee Youth Week event to be held in Tumbarumba in 2020. Tumbarumba Youth Council shared the view that they would rather another bus trip to Wagga than have a marquee event. Youth Council members spoke about how numbers at Youth Week and holiday events over the last few years have been inconsistent and how trips to Wagga to participate in activities like Bowling, Laser Tag, swimming or watching a movie have always drawn consistent numbers. The Youth Development Officer advised he will organise a trip for the spring holidays from Tumbarumba to Wagga.

YDO Mark reminded the Youth Council that whilst respecting their views and happy to follow their requests, they need to be mindful they aren't just sharing their own personal views and that they are continuing to consult the local youth and echo their views as well.



**Agenda item 3 – Youth Council Logo**

Discussion took place around the best mode of creating a new Tumbarumba Youth Council logo. Members made the determination to relay with Tumbarumba SRC and students to come up with three potential logo's. Draft logo designs will be tabled at the next meeting.

**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**

1.2 Provide accessible services and initiatives which support and contribute to wellbeing across all stages of life

**Operational Actions**

1.2.7 Facilitate and deliver a program of youth events and activities

**SUSTAINABILITY ASSESSMENT:****Financial and Resources Implications**

Preparation for the Youth Council meeting involves staff time taken to prepare the agenda and report, conduct the meetings and write the minutes. This would be approximately 3-4 hours of staff time depending on the length of the meeting. These meetings are held every month.

**Costs and Benefits:**

The Tumbarumba Youth Council provides a link for Council and the youth in the local community and also a platform for the young community members to raise matters that concern them that Council may be able to assist with. It allows the two parties to work in partnership to develop and deliver a program of youth recognition activities and for Council to support youth cultural activities and projects.

**Policy, Legal and Statutory Implications:**

Nil

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

It is important that Council considers the recommendations of committees to ensure that balanced and objective decisions are made with full knowledge of costs and resources.

**OPTIONS:**

Council receives the report and adopts the minutes of the Tumbarumba Youth Council without change.

Council receives the report and nominates changes to the minutes of the Tumbarumba Youth Council and consults with the Tumbarumba Youth Council on those amendments.

Council receives the report and not adopt the minutes of the Tumbarumba Youth Council and consults with the Tumbarumba Youth Council as to the reasons.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Youth Council conducted informal consultation with the community as part of the Colour Explosion Fun Run/Youth Week review.

Attachments

- 1 Minutes of the Tumbarumba Youth Council - 25 June 2019 (under separate cover) [⇒](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.5 MINUTES - TUMUT RAILWAY PRECINCT COMMITTEE MEETING - 4 JUNE 2019**

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

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

- 1. Receive the report on the Tumut Railway Committee Meeting – 4 June 2019 from Director Assets and Infrastructure.**
- 2. Note the Minutes of the Tumut Railway Committee meeting held on 4 June 2019.**

**BACKGROUND:**

The purpose of the committee is to:

- Provide appropriate advice and recommendations on matters relevant to the Tumut Railway Precinct.
- Provide a forum for discussion of The Tumut Railway Precinct issues.
- To advise Council on the level of service preferred regarding matters regarding to the Tumut Railway Precinct.
- To promote the Tumut Railway Precinct in the Snowy Valleys Council.

**REPORT:**

The Committee noted and discussed matters regarding the service level of the Tumut Railway Precinct amenities, future plantings around the Station, the possibility of a car park, as well as Committee membership.

There was concern regarding any drop in service level to the amenities resulting from budget restraints and the Committee requests a normal service level be maintained. Coordinator of Open Spaces and Facilities will detail the budgets and levels of service to the next meeting of the committee.

The Committee advised that they would like to ensure any plantings undertaken do not block the railway station and the Coordinator of Open Spaces and Facilities confirmed future plantings will not block the station.

The Committee would like to speak with John Holland to see if the old building down the road could be knocked down in order to create a car park for the Tumut Railway Precinct. This proposal would be dependent on funds from Council however and therefore the Committee requires advice regarding feasibility of funds before any approach to John Holland to discuss. Coordinator of Open Spaces and Facilities will seek advice and bring back to next meeting.

The Coordinator for Open Spaces and Facilities asked the Committee what it would like to do in the future regarding membership as so far no one has joined the Committee. The Committee response was that it would appreciate support from Council in the recruitment of new members and would also appreciate advice on section 355 Committees. Coordinator of Open Spaces and Facilities will provide a report to the committee at its next meeting on strategies for recruitment.

**LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:****Integrated Planning and Reporting Framework:****CSP Outcome 2028**

Theme 4: Communication &amp; Engagement

**Delivery Outcomes**

4.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

**Operational Actions**

Choose Operational Plan Activity

**SUSTAINABILITY ASSESSMENT:**

Nil.

**Financial and Resources Implications**

Nil.

**Costs and Benefits:**

Nil.

**Policy, Legal and Statutory Implications:**

Nil.

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

The Tumut Railway Precinct Committee is an Advisory Committee of Council and Operates under Adopted terms of reference.

**OPTIONS:**

Nil.

**COUNCIL SEAL REQUIRED:**

No.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil.

Attachments

- 1 Minutes - Tumut Railway Precinct Committee - 4 June 2019 (under separate cover)



**11. MINUTES OF COMMITTEE MEETINGS****11.6 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE MEETING - 5 JUNE 2019**

**REPORT AUTHOR:** COORDINATOR COMMUNITY & CULTURAL DEVELOPMENT  
**RESPONSIBLE DIRECTOR:** DIRECTOR STRATEGY, COMMUNITY AND DEVELOPMENT

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

- 1. Receive the report on the Minutes - Tumut Youth Council Committee Meeting – 5 June 2019 from the Coordinator of Community & Cultural Development.**
- 2. Note the Minutes of the Tumut Youth Council Committee meeting held on 5th June 2019.**
- 3. Gives permission for the Youth Council to have a mural painted by a commissioned artist on the external wall on the Boys Club Hall facing the netball courts, subject to final approval of the design by Council staff.**

**BACKGROUND:**

The aim of the Tumut Youth Council Committee is to provide a forum for consultation between Council and the youth (12 -25 years) of the local area to achieve:

- Promotion of a positive profile of young people
- Active involvement in increasing the level and variety of entertainment and recreation for young people
- Provision of a forum where young people can express their views and those views will be heard and respected
- Improved two-way communication between young people and the rest of the community

The Tumut Youth Council meets on the first Wednesday of the month at 4:30pm in the Tumut Room at Council Offices. Every alternate month the meetings are informal and are held in the Tumut Community Support Centre meeting room on 81 Capper Street starting at 4:00pm.

**REPORT:****Agenda Item 1 - Councillor Update**

In Cr Cross's absence Youth Development Officer (YDO) Mark Mazzini provided the Councillor update. The Youth Council were provided updates on the Tumut Pump Track, Waste Strategy, CBD upgrade, Climate change forum and refugee forum. Tumut Youth Council noted they would like to have the opportunity to volunteer their time and services wherever suitable in relation to the Pump Track i.e. assisting in laying turf.

**Agenda item 2 – Youth Week Review**

Youth Council members analysed/reviewed Youth Week event numbers and costings for all events held across SVC. There were 756 attendees in total (541 for the colour run and 215 across the remaining events). In comparing the TYC led activities it was identified that the level of promotion for each event was the decisive factor if an event was successful in turn out of numbers.

Youth Council discussed the success of the 2019 Tumut Colour Explosion and a subsequent phone call from Gus Worland, Founder/Director of Gotcha4life. Gus advised that Gotcha4life/ Tomorrow Man were "blown away" with the support they have received from the Tumut Community and the level of social change they have observed around the stigma of male mental health. Gus

advised the progress/change observed in Tumut was unprecedented and in result were looking into the possibility of returning to Tumut to film a documentary around social change and showcasing Tumut as a precedent to rural towns in NSW.

### **Agenda item 3 – Forward Planning**

Discussions were held around Youth Week 2020 and as a result of ongoing requests from community members TYC are all in agreement to host another Colour Explosion Fun Run as the YW marquee event. TYC made the decision to apply for a Community Strengthening grant in order to ensure the Colour Explosion Run can proceed in 2020.

TYC were successful in their Rural & Regional youth participation grant application for the amount of \$1650. The grant has to be used on creating a new youth project/event prior to December 2019. TYC Grant will go towards a Pump Track grand opening event to coincide with the official opening of the Tumut Pump Track.

TYC discussed possible youth driven projects that could be applied for through the Youth Opportunities Program. TYC viewed and discussed various proposals and agreed that artists Mike Shankster's project proposal of painting a mural on the external wall of the Boys Club Hall was the project they would like to pursue. The mural would be of something that reflects Tumut as a town/destination and the unveiling would be a community event. Discussions also centralised around a mural may be the path to revitalise the Boys Club Hall. TYC agreed Mike Shankster's proposal was the best option as he has the ability to incorporate capacity building workshops and an alternative employment pathways session into the project. TYC discussed bringing various adults in who don't work in "conventional employment" to discuss alternate career pathways for young people across the region.

### **Agenda item 4 – Youth Week Planning around Youth Based issues**

With the decision to host another Colour Run & with Gus Worland confirming he would attend and participate in 2020, TYC want to continue to focus on getting Tomorrow Man/Gotcha4Life being more visible within our region on a more consistent basis. Discussions will continue to be had around returning to SVC region in September 2019 and again in the lead up to the Colour Explosion Fun Run in April 2020.

### **Agenda item 5 – Code of Conduct**

In ensuring all members are aware of the policy's they are bound by as representatives of TYC and hold themselves in a manner consistent with SVC's expectations, all members were provided with a copy of the general conduct obligations and code of meeting practice. All attending members acknowledged they understood the codes of meeting practice and general conduct. Discussion held around complaints procedures and reminded that no form of bullying, harassment or behaviour that breaches the code of conduct will be tolerated.

The Committee made the recommendation underlined in the below table:

<b>Committee Recommendation</b>	<b>Staff Response</b>	<b>Action</b>
That Council gives permission for the Youth Council to have a mural painted by a commissioned artist on the external wall on the Boys Club Hall facing the netball courts.	The concept of activating/revitalising youth spaces and is highly supported by the community development staff	Refer to Council for determination.

## **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**

1.2 Provide accessible services and initiatives which support and contribute to wellbeing across all stages of life

**Operational Actions**

1.2.7 Facilitate and deliver a program of youth events and activities

**SUSTAINABILITY ASSESSMENT:****Financial and Resources Implications****Financial and Resources Implications**

Preparation for the Youth Council meeting involves staff time taken to prepare the agenda and report, conduct the meetings and write the minutes. This would be approximately 3-4 hours of staff time depending on the length of the meeting. These meetings are held every month

**Costs and Benefits:**

The Tumut Youth Council provides a link for Council and the youth in the local community and also a platform for the young community members to raise matters that concern them that Council may be able to assist with. It allows the two parties to work in partnership to develop and deliver a program of youth recognition activities and for Council to support youth cultural activities and projects.

**Policy, Legal and Statutory Implications:**

Nil

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

It is important that Council considers the recommendations of committees to ensure that balanced and objective decisions are made with full knowledge of costs and resources.

**OPTIONS:**

Council receives the report and adopts the Tumut Youth Council minutes without change.

Council receives the report and nominates changes to the Tumut Youth Council minutes and consults with the Tumut Youth Council on those amendments.

Council receives the report and does not adopt the Tumut Youth Council minutes and consults with the Tumut Youth Council as to the reasons.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Youth Council conducted informal consultation with the community as part of the Colour Explosion Fun Run/Youth Week review.

**Attachments**

- 1 Minutes - Tumut Youth Council Committee Meeting June 2019 (under separate cover) [⇒](#)
- 2 Boys Club Mural Project (under separate cover) [⇒](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.7 MINUTES - BATLOW DEVELOPMENT LEAGUE MEETING - 5 JUNE 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 5 June 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 June 5 meeting was attended by 10 BDL members, Councillor Smit and Director Strategy, Community and Development (DSCD), Gus Cox. Council was given an opportunity to outline Council's activities. Council's DSCD provided an update on the Council infrastructure projects, which was well received by the committee.

The following items were discussed in detail:

<b>Item</b>	<b>Issue</b>	<b>Response</b>	<b>Action</b>
Section 355 Committee	Committee were concerned that 355 committees be phased out and become incorporated. The Committee recommended that:  <b><i>Batlow Development League remains a 355 Committee and that sub committees retain their funds.</i></b>	Councillor Smit advised that Council is concerned that there are large amounts of funds held in various accounts and these funds should be in Council's accounts.  A Section 355 Committee review is scheduled to be completed by the end of the calendar year. The financial process of the committees will form part of this review.	Council cannot consider the recommendation until the review of Section 355 Committees are undertaken.  The recommendation has been forwarded to Council's Internal Services Department to be included as part of the review.
Literary Institute	Committee raised issues around fees and charges around Not For Profit (NFP) organisations should not be charged the same fee as a commercial user. Also regarding the key deposit	DSCD advised: There are currently concessions for NFP. The key deposit fee is high as an incentive to return the key after use.	DSCD to investigate if the key deposit could be held at the Batlow Library to allow speedy return of deposit.
Volunteer Liability	The committee raised the liability issue with volunteers at events.	DSCD advised that volunteers need to be registered, inducted and fit and/or capable for the	Refer to Council's WHS Strategy and Injury Management Officer for response.



Item	Issue	Response	Action
		duties undertaken	
Removal of trees	Committee discussed the removal of street trees and the lack of consultation.	Councillor Smit concurred with the Committee and advised that Council was reviewing the implementation of a Tree Preservation Order	Formal Notice of Motion submitted at the June Council meeting regarding the matter.
School Bus Zone	Committee raised concerns regarding a school bus that double parks in Pioneer Street.	DSCD advised that bus stop are assessed and approved Council's Road Safety Officer	Refer to Council's Road Safety Officer for response.

#### **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 Batlow Development League Minutes - 5th June 2019 (under separate cover) [⇒](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.8 MINUTES - GLENROY HERITAGE RESERVE COMMITTEE MEETING - 4 MAY 2019**

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

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

1. **Receive the report on the Glenroy Heritage Reserve committee from Director Internal Services.**
2. **Note the Minutes of the Glenroy Heritage Reserve committee meeting held on 4 May 2019.**

**BACKGROUND:**

The Glenroy Heritage Reserve Management Committee is a Section 355 Committee formed for the purpose of caring for, controlling and managing the Glenroy Heritage Reserve.

This committee also controls the letting of the facility, the cleaning of the facility, the daily operations of the museum and purchasing of furniture and fittings for the museum.

The Glenroy Heritage Reserve Management committee also manages the Pioneer Women's Hut museum functions through a subcommittee called the Pioneer Women's Hut committee. This subcommittee report directly to the Glenroy Heritage Reserve Management committee.

Current Councillor delegate is Cr Julia Ham.

**REPORT:**

At the 4 May 2019 meeting of the Glenroy Heritage Reserve Committee the following items were discussed:

- A correction to the minutes from the previous meeting was made to show that a correction to the quote received should read \$43,500 including GST.
- Other business arising from the previous minutes included:
  - Information provided to the committee is that brochures will be printed when information is correct which hopefully will be in June.
  - New caps replacing those damaged in the hail storm were donated by the supplier
  - No update available on the Penelope Greenhalgh project.
  - Limbs that had fallen in the storm were yet to be cleaned up.
  - Toilet seats have now been replaced.
- Only correspondence received was the monthly bank statement
- The Treasurers report was tabled showing a closing balance for April 2019 of \$43,243.26.
- Pioneer Women's Hut report was tabled. This report outlined the recent exposure that the Pioneer Women's Hut had received from the Lifestyle Magazine and mentioned

the number of complimentary comments received. Other significant news was that there may be an opportunity for funding for the digitisation of the collection of Women's Budget Magazines.

- The bus report was presented to the committee reporting that there was a notable slump in visitation over the summer season, with 16 groups and coaches visiting the museum. Some of the visitors at the museum were from New Zealand and the United Kingdom.
- Exciting news from the Bus report was that in conjunction with the "Boggy Creek" show a prominent tour operator from West Australia will include this Tumbarumba in their tour of the eastern regions.
- The committee decided that the fees and charges would not change for the coming year.

The next meeting of the committee will be held on 3 August 2019 at 1.30pm

#### **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**

4.5.3 Provide support to volunteer groups and section 355 committees to manage risk

#### **SUSTAINABILITY ASSESSMENT:**

Nil

#### **Financial and Resources Implications**

There is also an opportunity to obtain funding through Museums and Galleries NSW for the digitisation of the Women's Budget Magazines.

#### **Costs and Benefits:**

Provides social and economic community benefit, and facility enhancement by attracting grant programs to provide for improvements to Council assets.

#### **Policy, Legal and Statutory Implications:**

Local Government Act, 1993

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

There is always a public risk when members of the public are invited to attend a facility. This is managed by the committee continually observing the facility and surrounds for obvious risks e.g. slip, trips and falls.

#### **OPTIONS:**

Nil

#### **COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil

Attachments

- 1 Minutes Glenroy Heritage Reserve meeting 4 May 2019 (under separate cover) [⇒](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.9 MINUTES - KHANCOBAN COMMUNITY COMMITTEE MEETING - 5 JUNE 2019****REPORT AUTHOR:** GOVERNANCE & COMPLIANCE OFFICER**RESPONSIBLE DIRECTOR:** DIRECTOR INTERNAL SERVICES**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on the Khancoban Community Committee from the Director Internal Services.**
2. **Note the Minutes of the Khancoban Community Committee meeting held on 5 June 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 key items were discussed:

- Minutes of the 1 May meeting were accepted.
- Business arising:
  - The Committee have written a grant application to Hyne Smaller Grants for office furniture for the KUVA office
- Treasurers Report (attached):
  - All accounts for the Khancoban Committee's will be moved into one account
- General Business:

- Proposal to SVC to allow part of the General Store area to be allocated for the relocation of the KUVA office, the Op Shop and Artisan office. Awaiting feedback from SVC.
- Snowy Hydro are holding 70<sup>th</sup> anniversary on 20 October this year and possibly an event opportunity at Khancoban. Snowy Hydro to be contacted for more information
- Suggestion made to separate ‘cuppa with the Councillors’ from the KUVA meeting. Agreed.

Next meeting to held 3 July 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 KUVA Minutes 5 June 2019 (including Treasurers Report) (under separate cover) [⇨](#)

**11. MINUTES OF COMMITTEE MEETINGS****11.10 MINUTES - TUMBARUMBA MENS SHED MEETING - 22 MAY 2019**

**REPORT AUTHOR:** WHS STRATEGY & INJURY MANAGEMENT OFFICER  
**RESPONSIBLE DIRECTOR:** DIRECTOR INTERNAL SERVICES

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

- 1. Accept the report on the Minutes - Tumbarumba Men's Shed meeting – 22 May 2019 from Director Internal Services.**
- 2. Adopt the minutes of the Tumbarumba Men's Shed meeting held on 22 May 2019**

**BACKGROUND:**

The Tumbarumba Men's Shed committee was created to manage the facility known as the Tumbarumba Men's shed. This facility is located at the Tumbarumba Showgrounds, the Parade, Tumbarumba.

The shed provides a space and opportunity for older men to interact with others, learn new skill, exchange knowledge and ideas, socialise and become involved in a likeminded community building a safe, supportive and comfortable environment.

**REPORT:**

## Ordinary Meeting

At the meeting held on 22 May 2019 the following items were part of the agenda.

- The previous meetings minutes were read and accepted as correct
- Correspondence was received from Batlow Rotary Club and Origin Energy as well as further correspondence relating to the Small Grants Applications and Essential Energy grants.
- Projects underway or completed include; Rocking horse , Drink stands, Cockatoo's, the Tumbarumba Historical Society/Friends of the Rail Trail timber gates, Dog kennel and Letterbox

## General Business Discussions:

- The committee agreed that an application should be made for a small grant to purchase a milling machine
- It was agreed that the committee should proceed with arranging for the electricity bills be paid through direct debit to qualify for a discounted price.
- A street stall is to be held on Friday 14 June 2019 with volunteers needed. Ian Chaffey offered a load of wood.
- The next meeting to be held on 26 June 2019 will be the Annual General Meeting with all positions to be declared vacant. Nominations are required.

The next meeting will be the AGM to be held 26 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**

4.5.3 Provide support to volunteer groups and section 355 committees to manage risk

**SUSTAINABILITY ASSESSMENT:**

N/A

**Financial and Resources Implications**

The Treasurer submitted his report, reporting a closing balance of \$3,054.36

**Costs and Benefits:**

N/A

**Policy, Legal and Statutory Implications:**

Local Government Act 1993

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

Nil

**OPTIONS:**

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Attachments

- 1 Minutes - Tumbarumba Men's Shed Meeting - 22 May 2019 (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 RFT 2019/06 - DESIGN AND CONSTRUCTION FOR THE KHANCOBAN STREETScape UPGRADE AND TALBINGO BEAUTIFICATION AND PLAY AREA PROJECTS

*Item 12.1 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

12.2 ADELONG FACADE GRANTS

*Item 12.2 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.*