



SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
19 SEPTEMBER 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

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 19 September 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

Leave of Absence from Cllr Cate Cross was granted on 18 July 2019 for this 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

5. CONFIRMATION OF MINUTES

- 5.1 ORDINARY MEETING - 15 AUGUST 20193
- 5.2 BUSINESS ARISING

6. CORRESPONDENCE/PETITIONS

7. NOTICE OF MOTION/NOTICE OF RESCISSION

- 7.1 NOTICE OF MOTION - EMERGENCY SERVICES PRECINCT - CR JOHN LARTER 31

8. MAYORAL MINUTE

- 8.1 MOVE 17TH OCTOBER COUNCIL MEETING TO 24TH OCTOBER 2019. 34
- 8.2 COUNCILLOR REQUEST TO ATTEND THE LGNSW 'LIFE AFTER AMALGAMATION FORUM' 16 - 17 SEPTEMBER 2019 35

9. GOVERNANCE AND FINANCIAL REPORTS

- 9.1 ELECTION OF MAYOR AND DEPUTY MAYOR 37
- 9.2 DISBANDING OF MOUNTAIN LANDCARE COMMITTEE 44
- 9.3 DISBANDING OF KHANCOBAN LANDCARE COMMITTEE 47
- 9.4 DISBANDING S355 KHANCOBAN ARTISAN GALLERY AND WORKSHOP COMMITTEE - SEPTEMBER 2019 49
- 9.5 COMMITTEES AND NOMINATION OF DELEGATES FOR 2019/2020..... 51

9.6	AUDIT, RISK AND IMPROVEMENT COMMITTEE CHAIR REPORT	54
9.7	STATEMENT OF INVESTMENTS - AUGUST 2019.....	60

10. MANAGEMENT REPORTS

10.1	ADELONG SWING BRIDGE.....	65
10.2	COMMUNITY POOLS - OPERATIONAL UPDATE	70
10.3	TUMBARUMBA TO ROSEWOOD RAIL TRAIL - DONATION OF SECTION OF UNUSED RAIL	77
10.4	DRAFT ROADSIDE VEGETATION MANAGEMENT PLAN AND POLICY - FOR PUBLIC EXHIBITION.....	80
10.5	DRAFT FOOTPATH, KERB AND ROAD VERGE MANAGEMENT POLICY - FOR PUBLIC EXHIBITION	83
10.6	DRAFT SNOWY VALLEYS BANNER POLICY - FOR PUBLIC EXHIBITION.....	86
10.7	CLIMATE CHANGE RISK ASSESSMENT AND GRANT OPPORTUNITIES	88
10.8	STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE APPLICATIONS	92
10.9	DA2018/0165 - 21 LOT SUBDIVISION - LOT 61 DP1193663 - 40 QUANDONG AVENUE TUMUT	97

11. MINUTES OF COMMITTEE MEETINGS

11.1	MINUTES - ABORIGINAL LIAISON COMMITTEE MEETING - 21 AUGUST 2019	106
11.2	MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 7 AUGUST 2019.....	108
11.3	MINUTES - TUMBARUMBA YOUTH COUNCIL COMMITTEE - 27 AUGUST 2019.....	111
11.4	MINUTES - TUMUT YOUTH COUNCIL COMMITTEE - 7 AUGUST 2019	114
11.5	MINUTES - BATLOW DEVELOPMENT LEAGUE - 7 AUGUST 2019	118
11.6	MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE - 13 AUGUST 2019	121
11.7	MINUTES - KHANCOBAN UNITED VOLUNTEERS ASSOCIATION COMMITTEE - 4 SEPTEMBER 2019.....	125
11.8	MINUTES - ROCK THE TURF GENERAL MEETING - 8 AUGUST 2019.....	127
11.9	MINUTES - SOFTWOODS WORKING GROUP MEETING - 24 MAY 2019	130

12. CONFIDENTIAL

12.1	LIONS CLUB OF TUMUT STRONGER COMMUNITIES GRANT APPLICATION.....	134
12.2	KHANCOBAN STORE DISPOSAL	134
12.3	RFT 2019/05 TUMBARUMBA TO ROSEWOOD RAIL TRAIL - TIMBER BRIDGE REFURBISHMENT DESIGN	134
12.4	RFT 2019/07 DESIGN, CONSTRUCTION AND INSTALLATION OF MULTIPLE PRE- FABRICATED BUILDINGS.....	134
12.5	RFT 2019/08 DISPOSAL OF SALVAGED SCRAP STEEL - TUMBARUMBA AND ROSEWOOD.....	134
12.6	GENERAL MANAGERS 2018/19 ANNUAL PERFORMANCE REVIEW REPORT	134

13. MEETING CLOSURE

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 15 August 2019

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 15 August 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 15 AUGUST 2019 COMMENCING AT 2:00 PM.

PRESENT:

Mayor James Hayes (Chair), Councillor Andrianna Benjamin, Councillor Cate Cross, Councillor Julia Ham, Councillor Margaret Isselmann, Councillor John Larter, Councillor Cor Smit and Councillor Bruce Wright.

IN ATTENDANCE:

General Manager Matthew Hyde, Acting Director Assets and Infrastructure Heinz Kausche, Acting Director Internal Services Shelley Jones, Acting Director Strategy, Community and Development Phil Stone 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

M203/19 RESOLVED that the request for leave of absence from Councillor Geoff Pritchard be received and granted.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Cr Margaret Isselmann declared a non-pecuniary interest in relation to report 12.1 Snowy Valleys Council Community Grants due to holding the position of Secretary of the Rotary Club of Batlow and will leave the room during discussion.

Cr Andrianna Benjamin declared a pecuniary interest in relation to report 10.14 DA No. 2019/00075 33 Merivale Street Tumut being the General Manager of the Head office and company and will leave the room during discussion.

Cr Andrianna Benjamin declared an pecuniary interest in relation to report 10.9 Tumut CBD Accessibility and Amenity Project - Scope Definition being the Project Manager of 71 Wynyard Street and will leave the room during discussion.

Cr Andrianna Benjamin declared a pecuniary interest in relation to report 10.9 Tumut CBD Accessibility and Amenity Project – Scope Definition being the lessee of 57 Russell Street Tumut and will leave the room during discussion.

Cr Andrianna Benjamin declared a non-pecuniary interest in relation to report 12.1 Snowy Valleys Council Community Grants due to the Tumut Cycle Classic looking after finances and will leave the room during discussion.

General Manager Matt Hyde declared a non-significant Pecuniary Interest in relation to report 10.9 Tumut CBD Accessibility and Amenity Project – Scope Definition due to his partner having a leased premises in Tumut CBD and will leave the room during discussion.

4. PUBLIC FORUM

Martin Brown addressed Council in relation to Report 10.11 Disability Inclusion Access Reference Group and Community Welfare Committee.

Cr Andrianna Benjamin left the meeting, the time being 02:07 PM.

The General Manager Matt Hyde left the meeting, the time being 02:07 PM.

Hansie Armour addressed Council in relation to Report 10.9 Tumut CBD Accessibility and Amenity Project – Scope Definition.

Cr Andrianna Benjamin returned to the meeting, at 02:13 PM.

The General Manager Matt Hyde returned to the meeting, at 02:13 PM.

5. CONFIRMATION OF MINUTES

M204/19 RESOLVED:

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

Cr John Larter/Cr Bruce Wright

5.1 BUSINESS ARISING

Nil

6. CORRESPONDENCE/PETITIONS

Nil

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil

8. MAYORAL MINUTE

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 SNOWY REGION CONSTRUCTION & DEVELOPMENT CONFERENCE - 18TH - 19TH NOVEMBER 2019 - SNOWY 2.0 - FROM THE MONARO TO THE NATION**

M205/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Snowy Region Construction and Development Conference being held 18th – 19th November 2019.
2. Council approve the attendance of the Mayor and Councillors nominating to attend the conference.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY

9.2 LGNSW LIFE AFTER AMALGAMATION FORUM 16TH - 17TH SEPTEMBER 2019, TERRIGAL NSW

M206/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on LGNSW “Life after Amalgamation” Forum organised for 16th and 17th September 2019.
2. Council approve the attendance of the Mayor and the General Manager at the Forum.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

9.3 RATES HARMONISATION

M207/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on rate harmonisation.
2. Defer rate harmonisation until July 2021.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

9.4 REVIEW CARRY OVERS FOR 2018/19**M208/19 RESOLVED:**

That Council:

1. Approves the 2018/19 carry overs as reported and endorse for expenditure in 2019/20.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

9.5 NCIF, SCIF, SCF QUARTERLY REPORT - AUGUST 2019**M209/19 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the expenditure of the New Council Implementation Fund (Rounds 1 and 2), Stronger Communities Infrastructure Fund and Stronger Communities Fund (Rounds 1 and 2) for period ending 30th June 2019.
2. Commit to a greater emphasis on community engagement for beautification and other projects that impact on the aesthetics of towns and villages.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

M210/19 RESOLVED that Council move into Committee of the Whole.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

M211/19 RESOLVED that Council move out Committee of the Whole.

Cr Margaret Isselmann/Cr Cor Smit

CARRIED UNANIMOUSLY

9.6 STATEMENT OF INVESTMENTS - JULY 2019**M212/19 RESOLVED:**

THAT COUNCIL:

1. Receive the Statement of Investments as at 31 July 2019

Cr John Larter/Cr Cate Cross

CARRIED UNANIMOUSLY

10. MANAGEMENT REPORTS

10.1 HEALTH SUMMIT REPORT

M213/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the Health Summit held on 23 July 2019
2. Note and support the actions of:
 - a) Collaboration, escalation and advocacy of issues and solutions to State and Federal levels of government by Local Members, the NSW Rural Doctors Network and the Mayor
 - b) Full endorsement of the Murrumbidgee Rural Training and Workforce Support Program
 - c) Lobbying to change the Distribution Priority Area status to include Tumut
 - d) The Local Health District and Tumut Community Association will work together regarding the appointment of doctors at the Tumut Hospital
 - e) All will focus on positively supporting existing and future workforce
3. Commit to engaging in ongoing positive and constructive relationships with agencies to contribute to the provision of appropriate health services across our region
4. Develop a policy and procedure with a ceiling limit of funds and criteria to provide in-kind and financial support to new doctors who commit to living and working in SVC
5. Continue to lobby the federal government for funds to develop an Aboriginal Health and Wellbeing Centre at the new Tumut Hospital in consultation with the Aboriginal Community.

Cr Cate Cross/Cr John Larter

CARRIED UNANIMOUSLY

10.2 NAMING OF THE ADELONG CREEK PATHWAY

M214/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the naming of the Adelong Creek pathway from Division Manager Asset Planning and Design.
2. Agree to name the walkway the 'Adelong Falls Walk'.

3. Approve to dedicate a sign along the pathway to recognise the original Adelong community members who formed the walk and contributed to its formation as a part of the SCF-2 Adelong Creek Walk Signage funding.

Cr Bruce Wright/Cr Cor Smit

CARRIED UNANIMOUSLY

10.3 WOLTER'S COTTAGES - PROPOSED USE BY THE TOOMAROOMBA KUNAMA NAMADGI INDIGENOUS CORPORATION

M215/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on Wolter's Cottages – proposed use by Toomaroomba Kunama Namadgi Indigenous Corporation by the Division Manager Asset Planning and Design
2. Authorise the General Manager to enter negotiations with the Toomaroomba Kunama Namadgi Indigenous Corporation for the purpose of entering into a lease for the new building, with the lease fee to be reflective of a commercial rate
3. Authorise the General Manager and Mayor to execute and affix the Council seal to all associated lease documentation

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY

10.4 DONATION OF SCULPTURE

M216/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on Donation of Sculpture from the Division Manager Asset Planning and Design.
2. Donate the horse and stockman sculpture to the Tumbarumba Equine Club for location at the Tumbarumba Race Course

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY

10.5 ZERO WASTE STRATEGY

M217/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on Zero Waste Strategy from the Waste Management and Strategy Officer

2. Place the draft Zero Waste Strategy on public exhibition for a period of no less than 28 days.

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY

M218/19 RESOLVED that Council move into Committee of the Whole.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

M219/19 RESOLVED that Council move out of Committee of the Whole.

Cr Cate Cross/Cr John Larter

CARRIED UNANIMOUSLY

10.6 DRINKING WATER QUALITY POLICY - FOR PUBLIC EXHIBITION

M220/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the draft Drinking Water Quality Policy from the Coordinator Water and Wastewater.
2. Place the Drinking Water Quality Policy on public exhibition for a period of no less than 28 days.

Cr Margaret Isselmann/Cr Cor Smit

CARRIED UNANIMOUSLY

10.7 HOME DIALYSIS REBATE POLICY - FOR PUBLIC EXHIBITION

M221/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the draft Home Dialysis Rebate Policy to the 15 August 2019 meeting from the Director Assets and Infrastructure.
2. Place the draft Home Dialysis Rebate Policy on public exhibition for a period of no less than 28 days.

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY

10.8 TREE MANAGEMENT POLICY - FOR PUBLIC EXHIBITION**M222/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Draft Tree Management Policy from Director Assets and Infrastructure.
2. Place the draft Tree Management Policy on public exhibition for a period of no less than 28 days.

Cr Cor Smit/Cr Bruce Wright

CARRIED UNANIMOUSLY

Cr Andrianna Benjamin left the meeting, the time being 03:16 PM.

General Manager Matt Hyde left the meeting, the time being 03:16 PM.

10.9 TUMUT CBD ACCESSIBILITY AND AMENITY PROJECT – SCOPE DEFINITION**M223/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Tumut CBD Accessibility and Amenity Project – Scope Definition, from Acting Director Strategy, Community & Development
2. Confirm that the scope of the Tumut CBD Accessibility and Amenity Project is to upgrade the streetscape of Wynyard St, including roundabouts, between Capper and Fitzroy Streets, Tumut, within the budget of \$1.76m, consisting of the following objectives:
 - a. Incorporating new paving with aesthetic themed design, ensuring pavers are hard wearing, stain resistant, non-slip and suitable for the expected weight/vehicle use in all areas such as driveways
 - b. Additional plantings and landscaping
 - c. Upgraded and new street furniture, including seating and tree surrounds; upgraded and new rubbish bins including recycling options; new bike racks, tree surrounds and repainted bollards and light poles
 - d. Upgraded pedestrian crossing
 - e. Review of loading zones, noting issues raised by the Tumut Chamber of Commerce in respect to the limited loading areas currently available in the CBD;
 - f. Limiting disruption to retailers by undertaking the works outside of the main Christmas trading period in consultation with the businesses, and in small sections, maintaining entrances to enable customer, disabled and pram access
 - g. Ensuring appropriate signage and advertising during the

construction process, notifying shoppers that Tumut CBD is “open for business.”

3. Endorse progressing with consolidating the designs, construction methodology, construction timelines and cost plan for the delivery of Tumut CBD Accessibility and Amenity Project.
4. Receive a further report on progressing this project to the construction phase.
5. Continue to advocate to government for additional funding to complete the project.

Cr John Larter/Cr Cate Cross

CARRIED UNANIMOUSLY

M224/19 **RESOLVED** that Council move into Committee of the Whole.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY

M225/19 **RESOLVED** that Council move out of Committee of the Whole.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY

Cr Andrianna Benjamin returned to the meeting, at 03:30 PM.

General Manager Matt Hyde returned to the meeting at 03:30 PM.

10.10 **END OF YEAR OPERATIONAL PLAN UPDATE REPORT 30 JUNE 2019**

M226/19 **RESOLVED:**
THAT COUNCIL:

1. Receive the Report on End of Year Operational Plan Update from the Acting Director, Strategy, Community and Development
2. Notes the End of Year Operational Plan Update Report as at 30 June 2019

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10.11 **DISABILITY INCLUSION ACCESS REFERENCE GROUP AND COMMUNITY WELFARE COMMITTEE**

M227/19 **RESOLVED:**

1. Receive and note the report on the Disability Inclusion Access Reference Group (DIARG) and Community Welfare Committee (CWC) from Division

Manager Community Services.

2. Create the Disability Inclusion Access Reference Group (DIARG) as an internal advisory Committee.
3. Disband the Community Welfare Committee (CWC) in its current form.
4. Invite the Community Welfare Committee (CWC) to join the Disability Inclusion Access Reference Group (DIARG) as a Sub-Committee, reporting to the Disability Inclusion Access Reference Group (DIARG).
5. Appoint a Councillor delegate to the Disability Inclusion Access Reference Group (DIARG).
6. The General Manager be authorised to select a councillor in consultation with the Mayor to sit on the committee.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.12 SERVICE NSW – EASY TO DO BUSINESS PROGRAM

M228/19 RESOLVED:
THAT COUNCIL:

1. Receive the Report on the Easy To Do Business Program
2. Delegate authority to the General Manager to enter into a contract at no cost with Service NSW for the Easy to do Business initiative
3. Authorise the use of the Common Seal of Council to execute any necessary documents required to enact the agreement with Service NSW

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

10.13 AUSTRALIA DAY CELEBRATIONS AND PROCEDURES

RECOMMENDATION:
THAT COUNCIL:

1. That the report on the Australia Day Celebrations and Procedures from Coordinator Community Development be received.
2. That the Council support the proposal for future management of Australia Day awards voting procedures and ceremonies, in particular that-
 - (a) Council consolidate the event, award selection management processes and the award certificates of both regions into one

systematic approach.

- (b) That Council retain key events in Tumut and Tumbarumba, while still supporting the various village events indirectly.
- (c) that there is a plan to transition to one SVC event, rotated between Tumut and Tumbarumba annually in year 2 (2021 Australia Day), under one committee and that this is communicated as part of the change process for this year

Cr Julia Ham/Cr Margaret Isselmann

M229/19 RESOLVED that Council move into Committee of the Whole.

Cr Margaret Isselmann/Cr Bruce Wright

Heinz Kausche left the meeting, the time being 03:18 PM.

Heinz Kausche returned to the meeting at 03:21 PM.

M230/19 RESOLVED that Council move out of Committee of the Whole.

Cr Margaret Isselmann/Cr John Larter

AMENDMENT PUT AND CARRIED

The Amendment became the Motion, the Motion was put and carried, therefore;

M231/19 RESOLVED

THAT COUNCIL:

1. Receive the report on the Australia Day Celebrations and Procedures from Coordinator Community Development.
2. Consolidate the Australia Day Awards Ceremony into one event annually in Tumut, starting in 2020 and including:
 - a. The consolidation of award nominations and voting procedures and the management of this under one committee
 - b. The committee having increased membership of community representatives from across the council area
3. Encourage and provide support to the individual Australia Day events each year to local communities and community groups to conduct local community Australia Day celebrations to recognise people in their communities as they wish with historical support.

Cr Margaret Isselmann/Cr John Larter

FOR: Cr Larter, Cr Cross, Cr Benjamin, Cr Isselmann, Cr Cor Smit,

AGAINST: Cr Bruce Wright, Cr Julia Ham, Cr James Hayes

Cr Julia Ham Foreshadowed an Amendment**THAT COUNCIL:**

1. Receive the report on the Australia Day Celebrations and Procedures from Coordinator Community Development.
2. Consolidate the Australia Day Awards Ceremony into one event rotated annually between Tumut and Tumbarumba, starting in 2020 and including:
 - a. The consolidation of award nominations and voting procedures and the management of this under one committee, and
 - b. The committee having increased membership of community representatives from across the council area,
3. Encourage and provide support to the individual Australia Day events each year to local communities and community groups to conduct local community Australia Day celebrations to recognise people in their communities as they wish with historical support.

The Foreshadowed Amendment lapsed

Cr Andrianna Benjamin left the meeting, the time being 04:08 PM.

Cr Margaret Isselmann left the meeting, the time being 04:09 PM.

Cr Margaret Isselmann returned to the meeting at 4:12 PM.

10.14 DA NO.2019/0075 – 33 MERIVALE STREET TUMUT – CONVERSION OF BEDROOM TO PROFESSIONAL ROOM – ADDITIONAL CAR PARKING**M232/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Development Application No. 2019/0075 - Conversion of a bedroom to professional consulting room at 33 Merivale Street, TUMUT from the Division Manager Development and Environment
2. Determine the development application by consent subject to the following:

Conditions of Consent**General**

1. The development shall be in accordance with the plans, specifications and Statement of Environmental Effects bearing the Snowy Valleys Council

approval stamp and any amendments marked in red or otherwise modified by conditions of consent. The plans referenced by this approval are as follows:

Sheet Description	Number	Date	Revision
Site Plan	02	15/07/19	4
Existing and proposed floor Plan dwelling	03	15/07/19	3
Accessible Facilities Plans	05	28/03/19	2
Alterations to existing front building plan	04	28/03/19	2
Statement of Effects		15/07/19	

The Development Application has been determined by the granting of consent subject to and as amended by the conditions of development consent specified below. In the event of any inconsistency between the consent documentation and the consent conditions, the conditions of this consent prevail.

REASON: It is in the public interest that work is carried out in accordance with the approved plans. Section 4.15(1) (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

2. Pursuant to Clause 93 and/or 94 of the Environmental Planning and Assessment Regulation 2000, the existing building must be brought into partial conformity with the Building Code of Australia in respect to the provisions of:
 - a) Access for people with Disabilities in accordance with AS1428.1 (2011) to the public areas of the building the subject of this consent.
 - b) As the improvements to the building are not required by state regulations and are a voluntary upgrade, Council will allow a shared path from the accessible parking to the entrance to both of the public areas of the buildings on the site.
 - c) The additional consulting room within the secondary dwelling is to be provided with a smoke detector fitted in accordance with National Construction Code Volume 2 – 2019 Part 3.7.5.2 and interlinked with the existing smoke alarms within the building so that if one alarm activates all alarms activate.

REASON: To ensure that the building has adequate amenity, structural integrity and life safety appropriate to the use of the premises.

During Construction

3. The permitted construction must not cause noise or permit a power tool to be used on premises in such a manner that the noise that can be heard within a habitable room in any other residential premises (regardless of whether any door or window to that room is open):

- a) before 9 am or after 8 pm on any Sunday or public holiday, or
- b) before 7 am or after 8 pm on any other day.

REASON: To ensure building works do not have adverse effects on the amenity of the area. In accordance with the *Protection of the Environment Operations (Noise Control) Regulation 2008*

Prescribed Conditions

- 4. All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made).

REASON - To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 4.17(11) of the *Environmental Planning and Assessment Act 1979*

- 5. Prior to works commencing, a sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
 - a) That unauthorised entry to the site is prohibited, and
 - b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
 - c) the development consent or complying development consent number, the name and contact details of the Principal Certifying Authority

Any sign must be removed when the work has been completed.

NOTE: This condition does not apply to:

- a) building work carried out inside an existing building, or
- b) building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the *Environmental Planning and Assessment Regulations 2000*, as amended, and Section 4.17(11) of the *Environmental Planning and Assessment Act 1979*.

Ongoing Use

- 6. The proposed use of the secondary dwelling consulting room must be limited to one consulting room only and shall not operate outside the following hours:

8am to 7pm Monday to Friday
9am till 1pm Saturdays

REASON: To protect the amenity of the neighbourhood.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

Cr Andrianna Benjamin returned to the meeting, at 04:20 PM.

10.15 DEVELOPMENT APPLICATION NO. 2019/0107 – CONSTRUCTION OF BATLOW COMMUNITY LIBRARY. VARIATION TO DCP CONTROL FOR ON SITE CAR PARKING - PREMISES: LOT 20 DP 1253251 NO 45 PIONEER STREET BATLOW

M233/19 RESOLVED:
THAT COUNCIL:

1. Receive the report from the Division Manager Development and Environment
2. Approve a variation to the existing and exhibited Development Control Plans from 4 required car parking spaces to the provision of none at premises Lot 4, 45 Pioneer Street, BATLOW.
3. Determine the application by Approval subject to standard conditions of development consent. Draft conditions of consent in Appendix A.

APPENDIX A

CONDITIONS:
General

1. The development shall be in accordance with the plans, specifications and Statement of Environmental Effects bearing the Snowy Valleys Council approval stamp and any amendments marked in red or otherwise modified by conditions of consent. The plans referenced by this approval are as follows:

Sheet Description	Number	Date	Revision
Site Plan	DA-100	17/7/19	B
Roof Plan	DA-102	17/7/19	B
Ground Floor Plan	DA-103	17/7/19	B
Landscape Concept Plan	DA-104	17/7/19	B
Landscape Schedule	DA-105	17/7/19	A
Section-AA + BB	DA-200	17/7/19	B
Elevations East + West	DA-300	17/7/19	B
Elevation North + South	DA-301	17/7/19	B
Schedule of External Finishes	DA-400	4/7/19	A
Schedule of External Finishes	DA-401	4/7/19	A

Schedule of External Finishes	DA-402	4/7/19	A
Window Schedule	DA-403	17/7/19	A
Statement of Environmental Effects – Batlow Community Library - 45 Pioneer Street Batlow	-	July 2019	-
Heritage Impact Statement - Community Library Batlow NSW	-	July 2019	-

The Development Application has been determined by the granting of consent subject to and as amended by the conditions of development consent specified below. In the event of any inconsistency between the consent documentation and the consent conditions, the conditions of this consent prevail.

REASON: It is in the public interest that work is carried out in accordance with the approved plans. Section 4.15(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

2. A Construction Certificate must be obtained pursuant to Section 6.3 of the *Environmental Planning and Assessment Act 1979*, as amended from either Council or an accredited certifying authority certifying that the proposed works are in accordance with the Building Code of Australia prior to any works commencing.

NOTE 1: No building, engineering, excavation work or food premises fit out must be carried out in relation to this development until the necessary Construction Certificate has been obtained.

NOTE 2: You must not commence work until you have received the Construction Certificate, even if you made an application for a construction Certificate at the same time as you lodged this Development Application.

NOTE 3: It is the responsibility of the applicant to ensure that the development complies with the provision of the Building Code of Australia in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

NOTE 4: Engineer designs must include snow loading considerations for this proposed development.

REASON: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards. Section 4.15(1) (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

3. Provision must be made in the building and on the site for:
 - a) access to the building for people with disabilities in accordance with the Building Code of Australia; In this regard, the path at the entrance of the

building will be required to be paved to meet the accessibility requirements.

- b) toilet facilities for people with disabilities in accordance with the Building Code of Australia, and such toilet facilities must be accessible to all persons working in, or using, the building; and

NOTE: These matters must be addressed in the plans and specifications submitted with the application for a Construction Certificate.

REASON: To provide for the use of the development by people with disabilities. Section 4.15(1)(e) of the *Environmental Planning and Assessment Act 1979*.

- 4. Under section 9 of the Plumbing and Drainage Act 2011, the prescribed fee shall be paid and a related Notice of Work shall be submitted for the required plumbing/sanitary drainage works. This notification shall be lodged a minimum of forty-eight (48) hours prior to starting any plumbing/drainage works. Plumbing and drainage shall be carried out by a Licensed Plumber and Drainer and be in accordance with the National Plumbing and Drainage Code.

REASON: To ensure that all plumbing and drainage work is carried out in accordance with the requirements of the *Local Government General Regulation 2005*. Section 4.12(4) of the *Environmental Planning and Assessment Act, 1979*.

- 5. An Occupation Certificate, pursuant to Section 6.9 of the Environmental Planning and Assessment Act 1979, must be obtained from Council, prior to occupation of the building.

In order to obtain the Occupation Certificate, it will be necessary to:

- 1) Ensure that the building is suitable for occupation and use in accordance with its classification under the Building Code of Australia and as required under Section 6.9 of the Environmental Planning and Assessment Act 1979.
- 2) Complete the —Final Occupation Certificate form and submit it to Council with all required documentation
- 3) Contact Council to arrange the required Occupation Certificate inspection.

REASON: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 4.15(1)(e) of the *Environmental Planning and Assessment Act 1979*.

Prior to Commencement

- 6. At least 2 days prior to any work commencing on site Council must be informed, by the submission of a Notice of Commencement in accordance with Section 81A of Environmental Planning & Assessment Act 1979 of the name and details of the Principal Certifying Authority and the date

construction work is proposed to commence. The required form may be completed online at Council's website (www.snowyvalleys.nsw.gov.au) hardcopies may be obtained from Council.

REASON: To ensure compliance with the requirements of the *Environmental Planning & Assessment Act 1979*.

7. Roof-water shall be connected to a rainwater tank.
Overflow from the tank shall be disposed of by piping to the street gutter in accordance with AS/NZS- 3500.3 - 2015.

NOTE 1: The rainwater tank should be maintained and protected against mosquito infestation.

NOTE 2: NSW Health does not recommend the use of tank rainwater for drinking, showering and/or eating utensils.

NOTE 3: If a pump is required, it must be located and operated so as not to cause a noise nuisance to adjoining properties.

REASON: To ensure that no nuisance is created by the disposal of the stormwater. Section 4.15(1)(b) of the *Environmental Planning and Assessment Act 1979*.

Prescribed Conditions

8. All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made).

REASON - To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 4.17(11) of the *Environmental Planning and Assessment Act 1979*

9. Prior to works commencing, a sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
 - a) stating that unauthorised entry to the site is prohibited, and
 - b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
 - c) the development consent or complying development consent number, the name and contact details of the Principal Certifying Authority.Any sign must be removed when the work has been completed.

NOTE: This condition does not apply to:

- a) building work carried out inside an existing building, or
- b) building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the *Environmental Planning and Assessment Regulations 2000*, as amended, and Section 4.17(11) of the *Environmental Planning and Assessment Act 1979*.

10. An interim occupation certificate may be issued prior to the completion of the building work on receipt of an application for an interim occupation certificate provided that part of the development is safe and suitable for occupation, and an agreement regarding the process for completion of the project is entered into between the applicant and Council.

Final Occupation Certificate shall not be issued until such time as an application for Occupation Certificate is made and all conditions of this consent have been satisfied, and the development is constructed in accordance with the plans, specifications and Statement of Environmental Effects as approved under this development consent.

REASON: To ensure that the building project is safe and suitable for occupation.

11. An Occupation Certificate, must be obtained pursuant to Section 6.4 of the *Environmental Planning and Assessment Act 1979*, from either Council or an accredited certifying authority, prior to occupation of the building.

In order to obtain this, the Final Occupation Certificate form must be completed and submitted to Council with all required attachments - failure to submit the completed Occupation Certificate Application form will result in an inability for Council to book and subsequently undertake Occupation Certificate inspection.

NOTE: The issuing of an Occupation Certificate does not necessarily indicate that all conditions of development consent have been complied with. The applicant is responsible for ensuring that all conditions of development consent are complied with.

REASON: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 4.15(1) (e) of the *Environmental Planning and Assessment Act 1979*.

RIGHT OF APPEAL:

If you are dissatisfied with the decision Sections 8.7 and 8.10 of the *Environmental Planning and Assessment Act 1979* gives you the right to appeal to the Land and Environment Court within six (6) months after the date on which you receive this notice.

Section 8.10 of the *Environmental Planning and Assessment Act 1979* provides objectors who are dissatisfied with the determination of a consent authority to grant consent to a development application for designated development, the entitlement to appeal the determination to the Land and Environment Court. The appeal must be made within 28 days after the date on which notice of the determination was given.

RIGHT OF REVIEW:

Section 8.2 of the *Environmental Planning & Assessment Act 1979* gives you the right to request the Council to review the determination, other than a complying development certificate, designated development, integrated development or a determination in respect of an application by the Crown, within six (6) months after the date on which you receive this notice. The prescribed fee must be paid in connection with a request for a review.

Cr Margaret Isselmann/Cr Cor Smit

CARRIED UNANIMOUSLY

10.16 RURAL FIRE SERVICE REQUEST FOR LEVELLING AIRCRAFT MOVEMENT AREA – LATE REPORT

M234/19 RESOLVED: THAT COUNCIL:

1. Receive this report on Rural Fire Service request for levelling the aircraft movement area adjacent to the RFS shed from the Director Assets and Infrastructure
2. Endorse proceeding with the levelling work as recommended in this report
3. Endorse funding the levelling works from the aerodrome reserve
4. Endorse that Council seek additional funding opportunities for future upgrades of the Aerodrome and its facilities.

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

11. MINUTES OF COMMITTEE MEETINGS

11.1 MINUTES - LOCAL TRAFFIC COMMITTEE MEETING - 3 JULY 2019

M235/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the Local Traffic Committee meeting from the Road Safety Officer
2. Note the Minutes of the Local Traffic Committee meeting held on 3 July 2019.

Adopt the following recommendation from the LTC Meeting 3/7/2019:

3. Speed Zone Request – Tooma Road, Tooma

Note the Committee's discussion and that further discussion will be undertaken at the next meeting following additional traffic data.

4. Speed Zone Request – Miles Franklin Drive, Talbingo

- a. Request Transport for NSW to install more prominent Speed Limit signs.
- b. Share the data with the residents of Talbingo at the Talbingo Progress Association.

5. Rural Bus Stop Application – Hussell (N2452) – 519 Tooma Road, Burra

- a. Not approve the rural school bus stop situated at 519 Tooma Road, Burra, until such time as a formal set down bay be constructed at the location
- b. Consider at future budget review the allocation of funding to construction a set down bay at 519 Tooma Road, Burra, and approve the rural school bus stop once the layby should the layby be constructed

6. Rural School Bus Stop Application – (N2452) Hussell – 1236 Tooma Road, Burra

- a. Not approve the rural school bus stop situated at 1236 Tooma Road, Burra, until such time as a formal set down bay be constructed at the location
- b. Consider at future budget review the allocation of funding to construction a set down bay at 1236 Tooma Road, Burra, and approve the rural school bus stop once the layby should the layby be constructed

7. Request for Pedestrian Facility – Batlow Road, Batlow – Linking (21-23 Selwyn Street to West Batlow)

Seek approval from Transport for NSW to install a traffic facility across Batlow Road in the vicinity of the IGA and the Senior Citizens Village at Batlow.

8. Future Local traffic Committee Meeting Dates

Schedule meetings four times a year for future Local Traffic Committee based on the following dates:

Wednesday 25th September 2019 (Tumut)

Wednesday 27th November 2019 (Tumbarumba)

Wednesday 26th February 2020 (Tumut)

Wednesday 27th May 2020 (Tumbarumba)

Wednesday 26th August 2020 (Tumut)

Wednesday 25th November 2020 (Tumbarumba)

9. Refer the matter of the dangerous intersection of Capper Street and Snowy Mountains Highway to the next Traffic Committee.

Cr John Larter/Cr Julia Ham

M236/19 CARRIED UNANIMOUSLY

RESOLVED that Council move into Committee of the Whole.

Cr Margaret Isselmann/Cr Cate Cross

M237/19 CARRIED UNANIMOUSLY

RESOLVED that Council move out of Committee of the Whole.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY

11.2 MINUTES - TUMUT REGION SPORTS COMMITTEE MEETING - 23 JULY 2019

**M238/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Tumut Region Sports Committee from Director Assets and Infrastructure.
2. Note the Minutes of the Tumut Region Sports Committee meeting held

on 23 July 2019.

3. Approve the nominations for incoming members to the Tumut Region Sports Committee: Adelong Showground Trust; Tumut Rifle Club Inc.; Adelong Tennis Club; Tumut Eagles Football Club; Tumut Junior Cricket Association; Tumut Rugby League Club; James Hayes
4. Adopt the following recommendations from the Committee for the allocation of Sports Capital Grant funds noting that:
 - ☐ applications from Tumut and Adelong Junior Cricket Club and Tumut Basketball Association Inc. are not capital projects nevertheless recommended for consideration of funding
 - ☐ the amount requested from Adelong Showground Trust to extend and level the eastern field is in excess of total funding available therefore not recommended
 - ☐ the application from Adelong Showground Trust for cricket nets to only be granted if their other grant application is successful; if not, then the amount to be rolled over to next year
 - ☐ the remaining funds of \$909.00 be allocated to the Adelong Showground Trust towards cricket nets

No.	Applicant	Project Location	Brief Project Description	Funding Requested	Funding Allocation
1	Tumut and Adelong Junior Cricket Club	Sportsgrounds	Helmets	\$800.00	\$800.00
2	Adelong Tennis Club Inc.	Nellis Street Adelong	Nets & Lattice	\$1281.00	\$1281.00
3	South West Slopes Sporting Field Archers	Wee Jasper Road	Shipping Container	\$5840.00	\$5840.00
4	Tumut Rifle Club Inc.	Rifle Range Road	Secure Facility	\$4810.00	\$4810.00
5	Adelong Showground Trust	Showground	Extend and Level Eastern Field	\$44,500.00	\$0.00
6	Adelong Showground Trust	Showground	Cricket Nets	\$21,846.00	\$21,846.00 *\$909.00
7	Tumut Basketball Association Inc.	Basketball Stadium	Laptop & 4 iPads	\$4514.00	\$4514.00
			Total	\$83,591.00	\$40,000.00

Cr Andrianna Benjamin/Cr M Isselmann

CARRIED UNANIMOUSLY

11.3 MINUTES - BATLOW DEVELOPMENT LEAGUE MEETING - 3 JULY 2019**M239/19 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the Batlow Development League Minutes from Coordinator Economic Development
2. Note the Minutes of the Batlow Development League meeting held on 3 July 2019
3. Staff will inspect the public toilets on Pioneer St, Batlow, as requested by Batlow Development League at item 6 of the minutes of 3 July 2019

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

11.4 MINUTES - FESTIVAL OF FALLING LEAF COMMITTEE AGM JULY 2019**M240/19 RESOLVED:**
THAT COUNCIL:

1. Note the minutes of the Festival of the Falling Leaf Committee AGM held on 9 July 2019.
2. Adopt the following recommendation/s from the FOFL minutes:
 - a) That Council accepts committee's recommendation to Council, to accept the nominations of new committee members: Julie Camilleri – Margaret Hiller – Amanda Mullins – Sam Lucas – Amanda Withers – Lyndal Cass – Sam Phillips – Tracy Martin – Doris Crain – Roger Williams – Tracey Jones and Peter Jones

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

11.5 MINUTES - KHANCOBAN COMMUNITY COMMITTEE MEETING - 3 JULY 2019**M241/19 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the Khancoban Community Committee
2. Note the Minutes of the Khancoban Community Committee meeting held on 3 July 2019
3. To change the name of the Khancoban United Volunteers Committee to Khancoban United Volunteers Association.

Cr Julia Ham/Cr Cor Smit

CARRIED UNANIMOUSLY

12. CONFIDENTIAL**M242/19 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 SNOWY VALLEYS COUNCIL COMMUNITY GRANTS

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 BATLOW CANNERY DEVELOPMENT STEPS

Item 12.2 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.

Cr Andrianna Benjamin/Cr Cate Cross

CARRIED UNANIMOUSLY

At this stage, the time being 4:45 PM Council went into Confidential.

Cr Andrianna Benjamin left the meeting, the time being 04:56 PM.

12.1 SNOWY VALLEYS COUNCIL COMMUNITY GRANTS**M243/19 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the SVC Community Grants from Coordinator, Community and Cultural Development.
2. Note the decisions of the Grant Assessment panel meeting held 5th July 2019.
3. Adopt the following recommendations from the Grant Assessment panel:
 - a) That Council endorse the funding of \$60,340 for the following Community Strengthening Grants:
 - a. Adelong Progress Association - \$5000
 - b. Batlow Apple Tree Learning Centre - \$5000
 - c. Batlow Women's Bowling Club - \$700
 - d. ~~Lions Club of Tumut - \$6000~~
 - e. South West Slopes Sporting Field Archers – \$1360

- f. Tumut and District Historical Society - \$1000
- h. Tumut Regional Chamber of Commerce - \$5500
- i. Tumut Region Producers and Makers Cooperative - \$15000
- j. Tumut Schools as Communities Centre - \$1690
- k. Tumut Youth Council - \$4090
- l. Brungle Memorial Hall Committee - \$5000

b) Council defer consideration of item d. Lions Club of Tumut - \$6,000

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY

Cr Margaret Isselmann left the meeting, the time being 05:03 PM.

Cr Benjamin returned to the meeting at 5:04 PM.

M244/19 RESOLVED:

- b) That Council endorse the funding of \$22,959 for the following Art and Cultural Development Grants:
 - a. Artists on Parade – \$2500
 - b. Festival of the Falling Leaf - \$4000
 - c. Franklin Public School - \$4000
 - d. Tumbarumba District Garden Club - \$700
 - e. Tumut & District Historical Society - \$1000
 - f. Tumut Golf Club - \$5000
 - g. Tumut Performing Arts Society - \$1000
 - h. Tumut Rock the Turf Committee - \$4000
 - i. Tumut Valley Country Music Club - \$759

4. That Council review the Grant Guidelines and Process to be more reflective of the One SVC philosophy.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

Cr Margaret Isselmann returned to the meeting, at 05:04 PM.

12.2 BATLOW CANNERY DEVELOPMENT STEPS

**M245/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Batlow Cannery clean up and development investigations from the Acting Director, Strategy, Community and Development.
2. Write to respondents of the Expression of Interest (EOI) Process for the Batlow Cannery, thanking them for their participation and informing them

that the EOI process is terminated

3. Proceed to tender for the targeted demolition & clean-up of the following on the Cannery Site:
 - a. Removal of above ground storage tank
 - b. Removal of asbestos debris on ground and floor surfaces
 - c. Demolition of Building E
 - d. Removal of a full bay from Building B, closest to Building A
 - e. Removal of Building G and deinstallation of weighbridge infrastructure to be returned to Forestry Corporation
 - f. Options for removal and sale of Building D
 - g. General clean-up of the site including removal of weeds, plants and debris.
 - h. Make safe Building A2 (Bow Truss building)
4. Proceed to develop the business case for the Batlow Cannery site, including site use opportunities by EOI submitters considering the three options provided for identifying or cultivating positive re-use of the site.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

There being no further business to discuss, the meeting closed at 5:18 PM.

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.1 NOTICE OF MOTION - EMERGENCY SERVICES PRECINCT - CR JOHN LARTER**

Author: John Larter

Notice of Motion

1. Seek to formally request that Lot 7314 DP 1155552 be re-purposed through Crown Lands for the purpose of creating an Emergency Services precinct.
2. Seek to engage Rural Fire Service and Forestry NSW to change the location of the proposal for new premises from Sydney Street to the above Lot 7314 DP 1155552 once it has been re-purposed by Crown Lands.
3. Note that Local Land Services Riverina have given in principal support for this to occur in a letter to RFS Riverina Highlands.
4. RFS and Forestry be given certainty by this Council to remain as a tenant until such time as the new building is ready for occupation.
5. Expedites any processes within its control to ensure this project does not experience any undue delay in commencing.
6. RMS and Fire Rescue NSW are approached to consider other Emergency Services and essential Government providers being offered space in this precinct.
7. Endorse and encourage the location of a state of the art fire training facility to ensure NPWS, Forestry, RFS and Fire Rescue NSW have access to best practice fire training facilities in Riverina, noting that this would also ensure future economic development in our region.

Cr John Larter

OFFICER'S RECOMMENDATION:**THAT COUNCIL:**

1. **Note the advice received from NSW Crown Lands regarding the land identified as Crown Lands Reserve 83853 (Lot 7314 DP1155552), in particular that this land is subject to an Aboriginal Land Claim**
2. **Advise the Rural Fire Service and Forestry Corporation of the advice received from NSW Crown Lands and how this may impede the process for gaining rights over this parcel of land to create an Emergency Services Precinct**
3. **Advise the Rural Fire Service and Forestry NSW that they may wish to consider alternate parcels of land for the creation of an Emergency Services Precinct. NSW Crown Lands have suggested that Lot 2 DP839094 may be preferable and has access to Gocup Road and the Snowy Mountains Highway. This Lot is owned by State Rail.**

OR

4. **Should the Rural Fire Service and Forestry Corporation still be interested in pursuing the NSW Crown Lands Reserve 83853 (Lot 7314 DP 1155552), Council encourage them**

to first approach Riverina Local Land Services and the Aboriginal Land Council independently to determine the feasibility of the land being relinquished and acquired pending the outcome of the Aboriginal Land Claim.

Officers Comment:

Snowy Valleys Council does not control the parcel of land identified as Crown Lands Reserve 83853 (Lot 7314 DP1155552) either as Freehold or as Trust managers. Noting the below, the process for gaining control over this subject land could take some time to negotiate and may not be successful.

Advice from the Crown indicates that this parcel is listed as a Travelling Stock Reserve and is currently under the management of Riverina Local Land Services (RLLS). In addition to seeking RLLS to relinquish the land and subsequently seek permission from the Department of Local Government to acquire it, the NSW Aboriginal Land Council (NSWALC) lodged a claim (Claim Number 47552) on 8th March 2019 over the land.

In the event that RLLS agreed to an Emergency Precinct, any proposal to build on this land would need the support/ approval from the NSW Aboriginal Land Council before any proposal could be allowed to proceed or the Land Claim would need to be resolved (a timeframe for this is not able to be estimated).

Crown have advised that the construction of an Emergency Precinct would not be exempt from the DA process, however once designs are available, what will be required regarding a DA will be able to be commented on.

It is recommended that if the Rural Fire Service and Forestry NSW are interested in this block, the groups should contact RLLS and the NSWALC directly to seek permission and interest from the groups in order to determine the realistic feasibility of them being able to gain ownership or control over the land parcel. If an agreement or understanding is reached upon the finalisation of the Aboriginal Land Claim, Council can either approach Crown to become Trust Managers or acquire the land from the NSWALC on behalf of the RFS/ Forestry NSW.

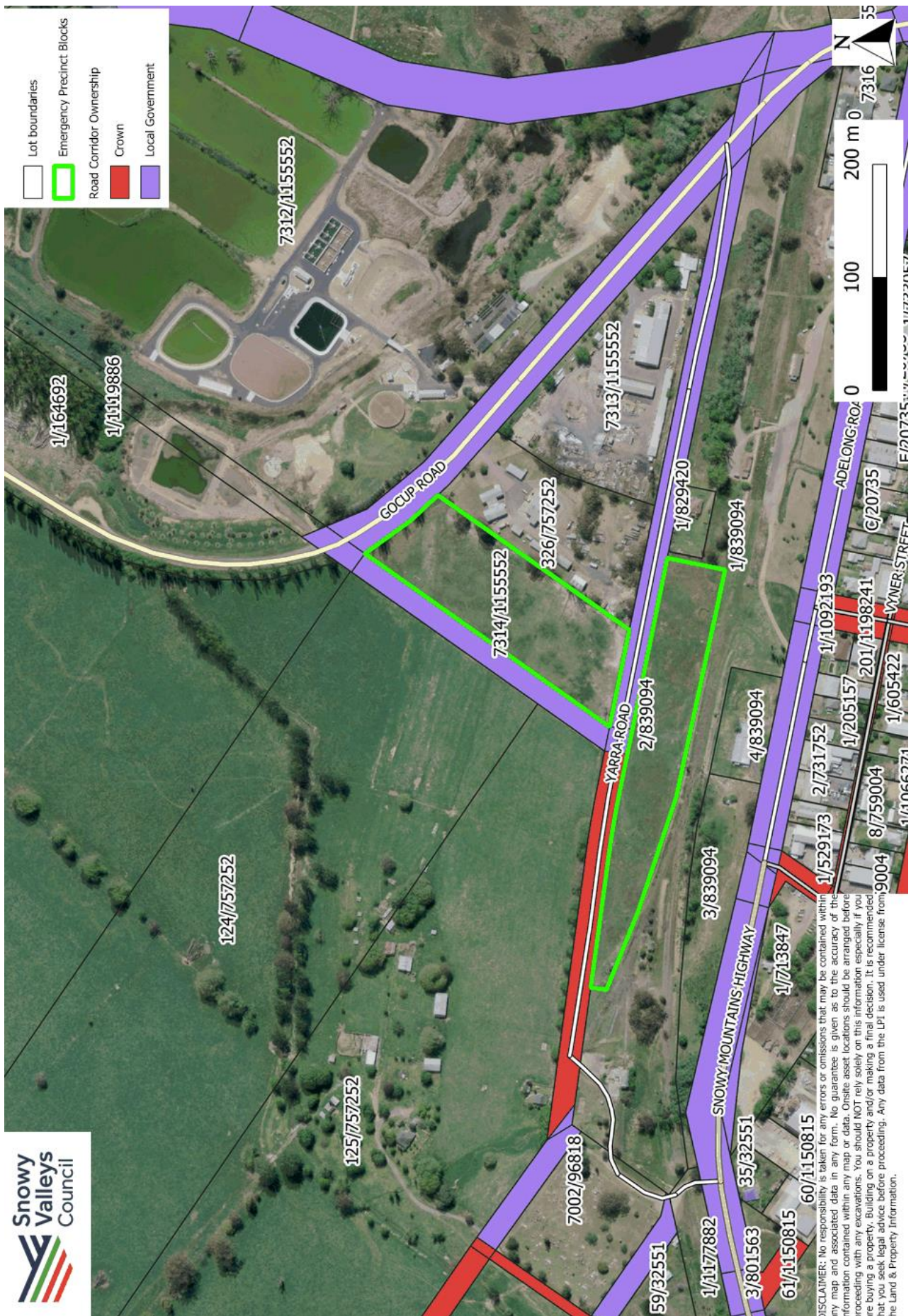
The success of this process is difficult to ascertain. Unless the Aboriginal Land Claim is finalised, anything built on the parcel (even if Council becomes Trust managers) will be transferred as part of the Claim.

In the event that the NSWALC claim is not successful and Council can become a trust manager or if it is successful and the NSWALC agree to sell the land, Council will make every effort to support them through the DA process. If this is not satisfactory they are able to employ an independent Principal Certifying Authority.

Alternatively, as the previous option would be lengthy (as indicated by Crown Lands) and holds no guarantee to be successful, alternate packages of land could be investigated i.e. Lot 2 DP839094, as suggested by Crown. This is owned by State Rail and could be leased or purchased outright. There are no known Claims on this parcel of land.

Attachments

- 1 Aerial image of Lot 7314 DP 1155552 and alternative Lot 2 DP839094 [↓](#)



8. MAYOR MINUTE**8.1 MOVE 17TH OCTOBER COUNCIL MEETING TO 24TH OCTOBER 2019.**

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

Purpose

To seek Council approval to move the 17th October meeting of Council to the 24th October 2019.

RECOMMENDATION:

That Council approve to move the October meeting of Council from the 17th to the 24th October 2019 in the Tumut office.

REPORT:

Currently the October meeting of Council is scheduled to take place on Thursday 17th October in the Tumut office. Due to the LGNSW Annual Conference being scheduled 14th – 16th followed by the CRJO Board Meetings on 17th and 18th October, it would better suit Councillors and Executive to move the date to Thursday 24th October 2019 in the Tumut office.

ATTACHMENTS

Nil

8. MAYOR MINUTE**8.2 COUNCILLOR REQUEST TO ATTEND THE LGNSW 'LIFE AFTER AMALGAMATION FORUM' 16 - 17 SEPTEMBER 2019**

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

Purpose

To advise Council of a Councillor Conference/Forum request and seek approval for attendance.

RECOMMENDATION:

That Council endorse the approval of under Section 7 of the Payment of Expenses and the Provision of Facilities to Mayor and Councillors Policy, the attendance of Councillor Bruce Wright at the LGNSW 'Life after Amalgamation Forum' 16 – 17 September 2019.

REPORT:

Governance is an important issue for Councils particularly Councillors and Directors. Council is committed to providing professional development/training opportunities to Councillors and staff.

In 2016, 20 new NSW councils were formed through amalgamations. Three years later councils have made some extraordinary advances. Some challenges remain, however, and there is still work to be done on harmonising cultures, systems and processes.

LGNSW has organised a forum specifically designed for councils impacted by the amalgamations to focus on identifying strengths, lessons learned and future needs of council.

The relevant Councillor policy is "Payment of Expenses and the Provision of Facilities to Mayors and Councillors", section 7 which permits the Mayor and General Manager to make a decision on Councillors attending conferences between Council Meetings so long as the matter is reported to the following meeting. The Mayor and General Manager agreed that it would be beneficial for Council for Councillor Bruce Wright to attend and authorised his attendance on the 16th and 17th September 2019 at the LGNSW 'Life after Amalgamation Forum'.

Options

That Council does not endorse. The policy states that notification is sufficient for reimbursement of expenses.

Budget Implications

There was no registration fee to attend the forum. The forum was held on Monday 16th September and Tuesday 17th September 2019 in Terrigal NSW; therefore a cost was incurred for accommodation - \$180 per night x 2 = \$360). The balance of Cr Wrights budget at \$5,000 is sufficient to cover the cost of accommodation, travel and incidentals.

Legal Statutory Implications

N/A

Risk Management – WHS and Public Risk

That Council does not endorse the attendance approved by the Mayor and General Manager.

Council Seal

No

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 ELECTION OF MAYOR AND DEPUTY MAYOR**

REPORT AUTHOR: EXECUTIVE ASSISTANT - DIRECTOR
RESPONSIBLE DIRECTOR: ACTING DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

This report outlines the procedures for the election of the position of Mayor and Deputy Mayor.

The Mayor and Deputy Mayor will be elected for the period from September 2019 to September 2020.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the election of Mayor and Deputy Mayor to the September 2019 meeting of Council.**
2. **Elect a Mayor in accordance with Sections 225, 226, 227 and 230 of the Local Government Act.**
3. **Elect a Deputy Mayor in accordance with Section 231 of the Local Government Act.**
4. **Invite nominations for the election of Mayor and Deputy Mayor.**
5. **Ensure the election of Mayor and Deputy Mayor by Councillors be undertaken in accordance with Local Government (General) Regulation 2005; Schedule 7 – Election of mayor by councillors.**
6. **Determine the method of voting by ordinary ballot or by open voting in the event of there being more than one candidate for office that Council.**

BACKGROUND:

Council elections take place every two (2) years in September. The first Mayoral election for Snowy Valleys Council was undertaken in September of 2017. The Mayor was elected for a two (2) year period. The Deputy Mayor was elected for a one (1) year period.

An election for Deputy Mayor was held in September 2018 for the remainder of the Mayoral Term, which ceases September 2019.

As 2020 is the year of Local Government Elections, the Mayor continues to hold office until the election of a successor at the first meeting of the new Council.

REPORT:

Sections 225 to 231 of the Local Government Act 1993 prescribe the role and method of election of the Mayor and Deputy Mayor.

These sections of the Act are reproduced below.

225 The mayor

An area must have a mayor who is elected in accordance with this Division.

226 What is the role of the mayor?

The role of the mayor is as follows:

- (a) *to be the leader of the council and a leader in the local community,*
- (b) *to advance community cohesion and promote civic awareness,*
- (c) *to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,*
- (d) *to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,*
- (e) *to preside at meetings of the council,*
- (f) *to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,*
- (g) *to ensure the timely development and adoption of the strategic plans, programs and policies of the council,*
- (h) *to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,*
- (i) *to promote partnerships between the council and key stakeholders,*
- (j) *to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,*
- (k) *in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,*
- (l) *to carry out the civic and ceremonial functions of the mayoral office,*
- (m) *to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,*
- (n) *in consultation with the councillors, to lead performance appraisals of the general manager,*
- (o) *to exercise any other functions of the council that the council determines.*

227 Who elects the mayor?

The mayor of an area is the person elected to the office of mayor by:

- (a) *the councillors from among their number, unless there is a decision in force under this Division which provides for the election of the mayor by the electors, or*
- (b) *the electors, if such a decision is in force.*

228 How is it decided that the mayor be elected by the electors?

- (1) *It may be decided at a constitutional referendum that the mayor be elected by the electors.*
- (2) *A decision that the mayor be elected by the electors takes effect in relation to the next ordinary election after the decision is made.*

229 Can the decision be changed?

- (1) *A decision that the mayor be elected by the electors is rescinded only if a constitutional referendum decides in favour of discontinuing that means of election.*
- (2) *The rescission takes effect in relation to the next ordinary election after the rescission occurs.*

230 For what period is the mayor elected?

- (1) *A mayor elected by the councillors holds the office of mayor for 2 years, subject to this Act.*
- (2) *A mayor elected by the electors holds the office of mayor for 4 years, subject to this Act.*
- (3) *The office of mayor:*
 - (a) *commences on the day the person elected to the office is declared to be so elected, and*
 - (b) *becomes vacant when the person's successor is declared to be elected to the office, or on the occurrence of a casual vacancy in the office.*
- (4) *A person elected to fill a casual vacancy in the office of mayor holds the office for the balance of the predecessor's term.*

231 Deputy Mayor

- (1) The councillors may elect a person from among their number to be the deputy mayor.*
- (2) The person may be elected for the mayoral term or a shorter term.*
- (3) The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.*
- (4) The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

Mayor

Council must elect a Mayor (S225). As there has been no referendum of the Snowy Valleys Council electors to directly elect the Mayor, the councillors are to elect the Mayor (S227). The Mayor is then elected for a period of two years (S230). In the year of a Council election, the Mayor continues to hold office until the election of a successor at the first meeting of the new Council.

Deputy Mayor

S231 states that Councillors may elect a person to be the Deputy Mayor, and this may be for the Mayoral term or for a shorter term.

Whilst the Deputy Mayor has no statutory authority other than that conferred by the Mayor, Council has always elected a Deputy Mayor to "fill in" when the Mayor is absent from duty and/or to chair various meetings should the Mayor not be present at such meetings.

The election of Mayor and Deputy Mayor is covered by the provisions of Schedule 7 of the Local Government (General) Regulation 2005. Schedule 7 is reproduced below.

SCHEDULE 7 – Election of mayor by councillors

(Clause 394)

Part 1 - Preliminary**1 Returning officer**

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.*
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.*
- (3) The nomination is to be delivered or sent to the returning officer.*
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.*

3 Election

- (1) If only one councillor is nominated, that councillor is elected.*
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.*
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.*
- (4) In this clause:*

"ballot" has its normal meaning of secret ballot.

"open voting" means voting by a show of hands or similar means.

Part 2 - Ordinary ballot or open voting**4 Application of Part**

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.*
- (2) The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.*
- (3) An informal ballot-paper must be rejected at the count.*

6 Count-2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.*
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.*

7 Count-3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.*
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.*
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.*
- (4) A further vote is to be taken of the 2 remaining candidates.*
- (5) Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.*
- (6) If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.*

Part 3 - Preferential ballot**8 Application of Part**

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers "1", "2" and so on against the various names so as to indicate the order of their preference for all the candidates.*
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.*
- (3) An informal ballot-paper must be rejected at the count.*

10 Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.*
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.*
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.*
- (4) In this clause, "absolute majority", in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.*

11 Tied candidates

(1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal-the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.

(2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes-the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 - General**12 Choosing by lot**

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

(a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and

(b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Association of New South Wales.

Nomination papers have been prepared for the election of Mayor and Deputy Mayor. These have been distributed to Councillors. Councillors are requested to complete nomination papers prior to the meeting and hand them to the General Manager (Returning Officer) by 1.30pm on the day of the Council meeting.

The nomination is to be made in writing by two or more Councillors, (one of whom may be the nominee), and is not valid unless the nominee has indicated consent to the nomination in writing.

If more than one Councillor is nominated, Council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot, or by open voting. Traditionally, Council has resolved to vote by Ordinary ballot, which is a secret ballot. In the event that Council resolves to proceed with an ordinary ballot, then the only disclosure to be made by the Returning Officer will be the name of the elected candidate. If Council wishes individual votes to be known then it should resolve to vote by open voting.

The fees to be paid to the Mayor and Deputy Mayor are prescribed by S249 of the Local Government Act 1993, which is reproduced below.

249 Fixing and payment of annual fees for the mayor

- (1) A council must pay the mayor an annual fee.*
- (2) The annual fee must be paid in addition to the fee paid to the mayor as a councillor.*
- (3) A council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.*
- (4) A council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.*

- (5) *A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor's annual fee.*

Provision has been made in the 2019/2020 budget for the Mayoral Allowance, and any amount payable to the Deputy Mayor will be deducted from the budget amount for Mayor. There is no additional allowance paid to the position of Deputy Mayor and any arrangements to remunerate the Deputy Mayor for periods of carrying out Acting Mayoral duties must be by arrangement between the Mayor and Deputy Mayor.

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

Operational Actions

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	A transparent process for community	N/A
Environmental	N/A	N/A
Economic	As per <i>Local Government Act 1993</i>	N/A
Governance	Compliance with <i>Local Government Act 1993</i>	N/A

Financial and Resources Implications

Mayoral and Councillor fees have been included in the 2019/2020 budget. Fees for the 19/20 financial year were set at the Ordinary Meeting of Council in May 2019.

Those being:

Councillor Annual Fee: \$12,160

Mayor Additional Fee \$26,530

Policy, Legal and Statutory Implications:

Local Government Act 1993 sections 225 to 231

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Compliance with the Local Government Act will ensure confidence and assurance to the community and Council that correct process and practice is integral to managing business risk.

OPTIONS:

Council can choose to only elect a Mayor if there is no requirement for a Deputy Mayor.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Not required

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.2 DISBANDING OF MOUNTAIN LANDCARE COMMITTEE**

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

EXECUTIVE SUMMARY:

The Mountain Landcare Group is a small group of committed volunteers appointed as a section 355 committee of Council. This committee is looking to affiliate with the Holbrook Landcare group to optimise their opportunities within the Landcare program.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the disbanding of the Mountain Landcare from the Acting Director Internal Services.**
2. **Note the advice from the committee that they no longer wish to function as a Section 355 Committee of Council.**
3. **Approve the disbanding of the Mountain Landcare committee and remove this committee from Council's list of committees.**
4. **Acknowledge the work of the volunteer Mountain Landcare Committee for the Snowy Valleys LGA.**

BACKGROUND:

The Mountain Landcare Committee is a small group of volunteers who have worked for the community in areas of conservation and rehabilitation. The group comprises approximately ten (10) representatives from the Tumbarumba region plus the Regional Landcare facilitator.

The group's objective was to develop the community's awareness of environmental issues.

As a Section 355 committee, the group saw their core business as:

- Conservation of existing high value areas;
- Rehabilitation of damaged high conservation value areas;
- Weed Management;
- Rubbish/litter removal and prevention, reuse and recycling;
- Provision of education on environmental issues;
- Energy and Water management

Mountain Landcare, as a Section 355 committee of Council was successful in obtaining grant funding under the Key Threats program.

Mountain Landcare then worked closely with the Murray Local Lands Service, Rotary Club, Tumbarumba Historical Society and a number of other community groups including local schools to restore and rehabilitate the historic Tumbarumba Police Paddock. Enhancement works included:

- Weed and pest management
- Planting of native vegetation
- Interpretive signage

- Development of a picnic area
- Completion of the access walking track and mountain bike trail
- Upgrading the access track from Gilbert Street entrance

REPORT:

The Mountain Landcare committee has advised Council of its desire to cease operation as a Section 355 committee of council.

Landcare is a community based organisation that has a regional, state and national framework and whilst some Landcare groups are Section 355 committees of Council, the Mountain Landcare group feel that as their objectives include natural resource management on private land and a desire to connect regionally they would be better aligned to affiliate with the Holbrook Landcare Network under its governance structure.

The Mountain Landcare group have expressed its desire to continue to work in partnership with Council in the ongoing development and maintenance of the Police Paddock in Gilbert Street.

The restoration of native vegetation, the conservation of its historic significance and its role in recreation for the local community and visitors remains high on the priorities of Mountain Landcare.

The Mountain Landcare group have also provided a recommendation for the ongoing management of the Police Paddock, being the establishment of a committee of management, and Mountain Landcare is keen to be a member of that committee. The group have suggested that the Mountain Bike club, Historical society and Rotary would also be appropriate representatives on such a committee.

Holbrook Landcare Network (HLN) is a well-established organisation with professional staff and has a structure that incorporates small Landcare groups that surround Holbrook and provides insurance cover, financial accountability and a forum and information flow. HLN has been undertaking projects with farmers and the community in the Tumbarumba district for many years.

Affiliation with HLN enables Mountain Landcare to grow and connect with landholders and the community across Snowy Valleys LGA and with adjoining districts.

The proposed affiliation would not diminish the group's commitment to work with Snowy Valleys Council on projects on public land. The interest in roadside vegetation management, the management and enhancement of native vegetation along the Rail Trail corridor and other aspects of natural resources that come under Council's jurisdiction remain key priorities of the group.

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

The group will take any funds raised with them to support their efforts under the HLN.

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Nil

OPTIONS:

Council can choose to endorse the disbandment of this committee, or not.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.3 DISBANDING OF KHANCOBAN LANDCARE COMMITTEE**

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

EXECUTIVE SUMMARY:

Council has received a request for the Khancoban Landcare committee to be disbanded and the funds to be transferred to either the Khancoban Op-Shop or Council.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Disbanding of the Khancoban Landcare Committee from the Acting Director Internal Services.**
2. **Note the advice from the committee that they no longer wish to function as a Section 355 Committee of Council.**
3. **Approve the disbanding of the Khancoban Landcare committee and remove this Committee from Council's list of committees.**
4. **Acknowledge the work of the volunteer Khancoban Landcare Committee for the Snowy Valleys LGA.**
5. **Approve the closure of the Khancoban Landcare committee bank account transferring of bank balance to the Khancoban Op-Shop or Council.**

BACKGROUND:

The Khancoban Landcare Group was established as a committee under Section 355 of the Local Government Act in 2004.

The Khancoban Landcare Group was considered to be eligible to be a Section 355 committee as they were an advisory committee to the Murray Catchment Management Authority and the Upper Murray Catchment Blueprint Implementation Advisory Committee (UMCBIAC).

REPORT:

Council has now received correspondence from the last president of the Khancoban Landcare committee advising that they have been inactive for at least seven years.

The group holds a bank account in which funds of approximately \$2,300 remain.

Due to former committee members having left the area without forwarding contact details, it is deemed impractical to insist on a final 'wind up' meeting of this group.

The correspondence recommends that the bank account be closed and the remaining funds transferred to the Khancoban Op-Shop Committee if possible, or failing that, to Council itself.

Council has been asked to assist with the closure of the account.

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications**Costs and Benefits:**

Funds of \$2,300 remain to be utilised for the benefit of the Khancoban community.

Policy, Legal and Statutory Implications:

Local Government Act, 1993.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Nil

OPTIONS:

Council can choose to not approve the disbanding of the committee.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Khancoban Landcare letter (under separate cover) ➡

9. GOVERNANCE AND FINANCIAL REPORTS**9.4 DISBANDING S355 KHANCOBAN ARTISAN GALLERY AND WORKSHOP COMMITTEE - SEPTEMBER 2019**

REPORT AUTHOR: GOVERNANCE SUPPORT ASSISTANT
RESPONSIBLE DIRECTOR: ACTING DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

Council has received a request for the Khancoban Artisan Gallery and Workshop Committee to be disbanded and the funds held at the Commonwealth Bank in the account name of Khancoban Artisan Gallery and workshop be gifted to the new Khancoban Coming Alive Festival being held on the long weekend in October 2019.

The Committee has confirmed that the reason for this request is that members have left town and since the closure of the supermarket have not had access to a suitable area for their operations.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the Report on Disbanding s355 Khancoban Artisan Gallery and Workshop Committee – September 2019 from the Acting Director Internal Services.**
2. **Disband the Khancoban Artisan and Workshop Committee**
3. **Approve the closure of the Khancoban Artisan and Workshop Bank Account**
4. **Approve the donation of the remaining funds from the Khancoban Artisan and Workshop Committee of \$856.71 to the Khancoban Coming Alive Festival**
5. **Acknowledge the contribution to the Khancoban community by this volunteer committee during their operation.**

BACKGROUND:

The Khancoban Artisan Gallery and Workshop Committee was endorsed by the former Tumbarumba Shire Council at the September 2012 Council meeting to become a s355 Committee.

The group was established to assist in the display and sale of local art and craft work by community members. Funds generated from these sales have helped fund the Committees day to day running expenses and also used to benefit the Community in other areas.

Over the last few years the Committee has seen a lot of members leave the area. With the closure of the supermarket, the committee no longer had an adequate space for display. The Committee have decided as per their minutes to disband and make recommendation to Council to approve the closure of the Khancoban Artisan Gallery and Workshop Committee. The Committee also recommends the donation of the current funds to the Khancoban Coming Alive Festival which would benefit the Community of Khancoban.

REPORT:

On the 21st August 2019, Council received an email from the Committee with concerns regarding the governance status of the Artisan Committee.

Council has been supporting and working in partnership with the remaining members of the Artisan Committee to understand the current governance structure. It was determined that the committee is a standalone s.355 committee, and whilst it was suggested to combine all of these committees under one banner for the community of Khancoban, it is our understanding that this arrangement was not formalised.

The Artisan Committee has held a final committee meeting and have forwarded their minutes to Council with recommendations for the future of the Artisan Committee funds to be considered.

The Artisan Committee is an example of a successful community committee whose work with the Khancoban community is to be commended. The committee has been supportive and a pleasure to work with.

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Costs and Benefits:

Funds of \$856.71 to help financially the Khancoban Coming alive Festival held in October 2019 for the benefit of the Khancoban Community

Policy, Legal and Statutory Implications:

Local Government Act, 1993.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Nil

OPTIONS:

Council can agree to recommendations as per the request, or amend some or all of the recommendations.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Khancoban Artisan and Workshop Committee Minutes and Treasurer Report - 2 September 2019 (under separate cover) ➡

9. GOVERNANCE AND FINANCIAL REPORTS**9.5 COMMITTEES AND NOMINATION OF DELEGATES FOR 2019/2020**

REPORT AUTHOR: GOVERNANCE SUPPORT OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to present to Council the list of Committees for 2019/2020 inclusive of

- Section 355
- Internal Advisory
- External Advisory
- Working Groups
- External Committees with Council Representation

Each year Council reviews and confirms Councillor delegates for each of the above listed committee groups.

Committees provide a mechanism for interested persons to have an active role in the provision and management of Council facilities or services. This also provides a benefit by giving protection to the Committee operating under the auspice of Council, and by providing Council with assistance in the carrying out of its functions. Membership of these Committees normally consist of volunteer members of the community, a nominated Councillor delegate (voting or non-voting), staff delegates and/ or specialist professional delegates.

Under the Local Government Act 1993 Section 355, Snowy Valleys Council (Council) is able to delegate some of its functions to a Committee of Council. Council uses this delegation and appoints community Committees to manage its facilities or functions.

Advisory committees are often used by Council to obtain expert advice on complex matters. They usually have the power to make recommendations but not decisions.

Council can determine the functions, powers, membership and voting rights of Committees through the development of Terms of Reference for each committee operating under Council's delegation.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Committees and Nomination of Delegates for 2019/20 from the Acting Director Internal Services.**
2. **Review and confirm Councillor delegates and alternate delegates to each of the Committees**
3. **Advise each committee of their Council delegate for the 2019/20 period.**

BACKGROUND:

Council has endorsed Committees to manage facilities and functions of Council under Section 355, of the Local Government Act 1993. Such Committees are reviewed annually by Council.

Participation through membership of a Committee is one way in which the local community can have involvement and influence over the facilities and programs provided in their area. Committees

also provide a valuable link between Council and the wider community while providing input into Council Delivery and Operational Plans. Committees operated under Council are required to operate in accordance with Council's Code of Conduct and other standards of governance.

Appointment of Council delegates to committees is usually for a four year term, which aligns with the term of the elected Council unless there is any proposed change to the arrangements. The committee arrangements have been in place since the Council election in September 2017 and unless there are any changes, will remain in place until the next council election in September 2020.

Council is encouraged to undertake a review of Committees each year following discussion with members and key support staff to ensure that they remain relevant to meeting the needs of the community and can be adequately resourced. The review must also appropriately reflect the needs of Councillors if individual circumstances have changed during the year.

REPORT:

The list of current Committees is included as an attachment under separate cover to this report and depicts those Councillor delegates previously selected. The list is divided into sections showing Section 355 Committees, Internal Advisory Committees, External Advisory Committees and Working Groups. Sub-Committees are also noted on Committee list.

There are three (3) types of committees:

- a) **Section 355 Committees** - which are delegated by the Council to perform certain functions of the Council (such as managing a facility or function) and may have Councillors and Council staff as delegated members.
- b) **Committees of Council** - whose membership is made up entirely of Councillors. A Council committee can be advisory or it can have decision-making powers as delegated by the Council.
- c) **Advisory Committees** - Can be either Internal or External and whose membership may include experts, professionals, government employees, community representatives and Council staff as well as Councillors. These Committees have not been given delegation and recommendations are forwarded to Council for consideration.

Only Committees where all members are Councillors and Internal Advisory Committees are required to conduct their meetings in accordance with the Council's Code of Meeting Practice. For s355 Committees a set of guidelines have been prepared that provides information around the management of meetings, recording of minutes and the keeping of records.

All committees must operate in accordance with the Code of Conduct.

Council has the right to appoint a delegate to each Committee and to determine if that nominated delegate has the right to vote on behalf of Council, and present as part of the quorum when in attendance at the committee meetings. Council can also appoint delegates to attend meetings as observers only.

All Councillors can attend committee meetings with observer status.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Community engagement	Nil
Environmental	Some committees may exist to undertake conservation works on public land	Nil
Economic	Transparency and collaboration exists between the Council and Committees	Committees must be open to sharing information and about economic outcomes of the committees work
Governance	Council supports the committees by ensuring governance obligations are met	Committees must be open to complying with obligations

Financial and Resources Implications

There is a mandatory requirement for s355 Committees to submit an annual financial report to Council.

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
Council resources are required to support Committees	Committees assist Council to manage facilities & services	Allows communities to participate in the work of committees to manage facilities or services	Enhances the relationship between community & Council

Policy, Legal and Statutory Implications:

Committees are governed by the Local Government Act 1993 (NSW) and related regulations

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Committees that do not operate by meeting basic governance and accounting standards create a risk to council.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Guidelines to support and inform s355 Committees of operational details and obligations are currently in progress. An induction process will be undertaken with committees once finalised.

Attachments

- 1 DRAFT 2019-2020 List of Committees and Their Delegates (under separate cover)

9. GOVERNANCE AND FINANCIAL REPORTS

9.6 AUDIT, RISK AND IMPROVEMENT COMMITTEE CHAIR REPORT

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

EXECUTIVE SUMMARY:

To provide Council with a copy of the Audit Risk and Improvement Committee (ARIC) Chair Report for 2018-2019.

RECOMMENDATION:

THAT COUNCIL:

1. **Receive the report on Audit Risk and Improvement Committee Chair Report 2018-2019 from the Acting Director Internal Services**
2. **Examine and discuss the Audit Risk and Improvement Committee Chair Report 2018-2019**

BACKGROUND:

The ARIC plays a pivotal role in the governance framework. It provides Council with independent oversight and monitoring of the council's audit processes, including the council's internal controls activities. This oversight includes internal and external reporting, risk management activities, internal and external audit, and compliance.

REPORT:

In accordance with clause 9 of ARIC's Terms of Reference, the attached report has been presented by the ARIC Chair. The attached report was presented to the 7 August 2019 ARIC Meeting.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Outcomes

4.5.3 Undertake 3 internal audits annually

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	By providing a leading role in internal audit and risk management, processes should become 'business as usual' operations of Council, ensuring the needs of the community are being met.	Nil

	Positive	Negative
Environmental	Risk management is an essential part of effective corporate governance, inclusive of environmental risks	Nil
Economic	ARIC scope includes the reliability and integrity of financial operational information	Internal Audit and the ARIC have a cost to Council of \$47,000 for this financial year
Governance	Internal audit is an essential component of a good governance framework for all councils. At both a management and councillor level, councils must strive to ensure there is a risk management culture. Internal audit can assist in this regard.	Nil

Financial and Resources Implications

There is a budget for ARIC and internal audit for the 2019/2020 financial year of \$47,000. This budget provides for ARIC member remuneration and training, as well as the engagement of an internal audit provider to conduct internal audits as required.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

Audit, Risk and Improvement Committee Terms of Reference

Internal Audit Guidelines September 2010

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

The Audit Committee plays an active role in relations to Council's risk profiles in ensuring that appropriate focus is placed on identifying, prioritising, monitoring, mitigating and managing risks to which the Council is exposed. The Committee received regular updates on ongoing risks and actions being taken by management including details of risk mitigation where relevant.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

ARIC Committee Members
Governance and Risk Coordinator

Attachments

- 1 Audit Risk and Improvement Committee Report - 7 August 2019 [↓](#)

4. AGENDA ITEMS**4.13 AUDIT, RISK AND IMPROVEMENT COMMITTEE REPORT**

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

EXECUTIVE SUMMARY:

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

This Report is made in accordance with clause 9 of the Committee's Charter and covers the financial year ended 30 June 2019.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on Audit Risk and Improvement Committee Report from ARIC Chair
2. Review and discuss the report to be added to September Council meeting agenda

REPORT:**Summary**

The Audit Office (AO) raised 18 recommendations in its external audit management letter for 2018, one was assessed as high risk, 3 were low risk and the remainder were moderate risk, 11 were repeat issues.

A commendable effort has been made to address the recommendations and the implementation trends are positive. There has been considerable work done on integrating systems, harmonising policies, procedures and practices across Snowy Valleys Councils.

There were 28 internal audit recommendations open as at June 2019. These related to one internal audit report examined by ARIC in May 2019 and included 3 high recommendations. ARIC will continue to monitor progress on the recommendations.

Risk/Control Framework

Challenges over the coming year will continue as SVC fully integrates systems, policies, practices, and a governance and risk management framework into its culture and processes. Additional challenges also include having regard to the right number of appropriately skilled mix of people and resources to deliver the SVCs major projects program while continuing with "business as usual".

SVC is making considerable progress towards an integrated risk management culture. Its risk, control, compliance, and auditing arrangements are evolving and maturing and further improvements are expected in 2019/2020.

Registers from the 2 former councils have been amalgamated into one online register. PULSE software system for registering risks has been implemented and is integrated with the Project Management and the Integrated Planning and Reporting modules. Risks from previous registers have been re-assessed to align with the adopted risk matrix in the Enterprise Risk Management Framework. Regular reporting on strategic and operational risks by the General Manager and Directors will continue to be provided to ARIC and monitored during the coming year.

Audit Risk & Improvement Committee Agenda

Wednesday 7 August 2019

SVC is well placed to implement the internal audit provisions of the Local Government Amendment (Governance and Planning) Act 2016 which takes effect 6 months after the next ordinary election. Guidelines are expected to be issued in the near future.

Details of Meetings

Meetings held: 8 August 2018, 17 October 2018 (special meeting to consider the Draft 17/18 Financial Statements), 7 November 2018, 12 March 2019, 1 May 2019.

Attendees at ARIC meetings during the period	Meetings Attended
Independent External Members	
Glenyce Francis (current Chair)	4
David Maxwell (Chair until end March 2019)	4
Ian Chaffey	4
Alison Forsyth (until end March 2019)	2
Steven Walker (appointed as an independent member at the Council meeting 18 April 2019)	1
Councillors	
Julia Ham	4
John Larter	2
Attendees (Non-voting)	
Mayor, James Hayes	4
General Manager, Matthew Hyde	4
Director Internal Services, Robyn Harvey	2
Director Assets & Infrastructure, Matt Christensen	3
Director, Strategy, Community & Development, Gus Cox	3
Acting Director, Strategy, Community & Development, Phil Stone	2
Divisional Manager Finance & IT	4
Acting Division Manager Finance & IT	1
Division Manager People Culture & Governance	3
Coordinator Governance & Risk	1
Coordinator Governance & Support	2
Internal Audit and External Audit Representatives have also attended as required.	

Summary of Work - Highlights**Risk Management**

- ARIC members attended Risk Management training conducted in August 2018
- Reviewed and endorsed Enterprise Risk Management Framework which was finalised during the year
- Reviewed and endorsed the strategic risk management approach to deliver the SVCs major works program through the Project Management Office
- Received and reviewed quarterly Safety, Risk and Quality Committee reports
- Monitored progress on the implementation Enterprise Risk Management Framework
- Received and reviewed a report on the SVC Risk Register
- Monitored the Audit, Risk and Improvement Matrix Report and the actions taken on recommendations

Internal Control Framework

- Received and reviewed relevant policies - Complaints Management Policy, Fraud and Corruption Control Policy, Internal Reporting Policy
- Reviewed and endorsed changes to the ARIC Terms of Reference and referred it to Council for adoption

Financial Management and External Accountability

- Received a paper on the present SVC position on not recognising Rural Fire Services assets in the 2017/18 Financial Statements
- Considered the draft Annual Financial Statements, Special Purpose Reports and Special Schedules and asked such questions as it considered of SVCs finance staff and auditors in attendance, and was satisfied with the responses received
- Received and reviewed the External Audit opinion, including whether appropriate action has been taken in response to Audit recommendations and adjustments
- Received and reviewed the Forensic Review Report and any corrective actions be included in the ARIC Action Report

Governance and Compliance

- Received and reviewed Governance Reports - Annual Public Interest Disclosures and Annual Code of Conduct Complaints

Internal Audit

- Act as a forum for communication between the Council, the General Manager and Internal Audit
- Ensured that the internal Audit coverage and the Internal Audit Plan addresses the identified major risk areas
- Reviewed and endorsed the Internal Audit Plan
- Monitored the progress achieved in completing the Internal Audit Plan
- Received and reviewed reports on 2 audits conducted in 2018 - Review of Management of S355 Committees and Volunteers, Payroll - considered significant issues identified and action taken on issues raised

Audit Risk & Improvement Committee Agenda

Wednesday 7 August 2019

- Received and reviewed reports on an audit conducted in 2018/19 - IT Security Controls Review - considered significant issues identified and action taken on issues raised
- Monitored the implementation of internal Audit recommendations by management
- Participated in the selection of internal audit service providers who will report administratively to the General Manager and functionally to the Committee

External Audit

- Act as a forum for communication between Council, the General Manager and External Audit
- Reviewed the proposed external audit scope and approach with particular respect to eliminating duplication with Internal Audit
- Provided input and feedback on the financial statement and performance audit coverage proposed by external audit, and provided feedback on the external audit services provided
- Reviewed all external plans and reports in respect of planned or completed external audits, and monitor the implementation of audit recommendations by management
- Considered significant issues and disagreements raised in relevant External Audit reports and better practice guides, and ensure appropriate action is taken

Business Improvement, Service Reviews and Performance Management

- Received the report on Statewide 2017/18 Continuous Improvement Program

Other

- Verbal Confidential Reports provided by General Manager to ARIC
- Reviewed external member rotation plan and requested Council to amend the ARIC Terms of Reference so that external members expiration dates are staggered
- Appointment terms for 2 independent external members expired at 31 March 2019 - David Maxwell, ARIC Chair, and Alyson Forsyth
- Steven Walker was appointed as an external independent member of ARIC

9. GOVERNANCE AND FINANCIAL REPORTS

9.7 STATEMENT OF INVESTMENTS - AUGUST 2019

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

EXECUTIVE SUMMARY:

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

BACKGROUND:

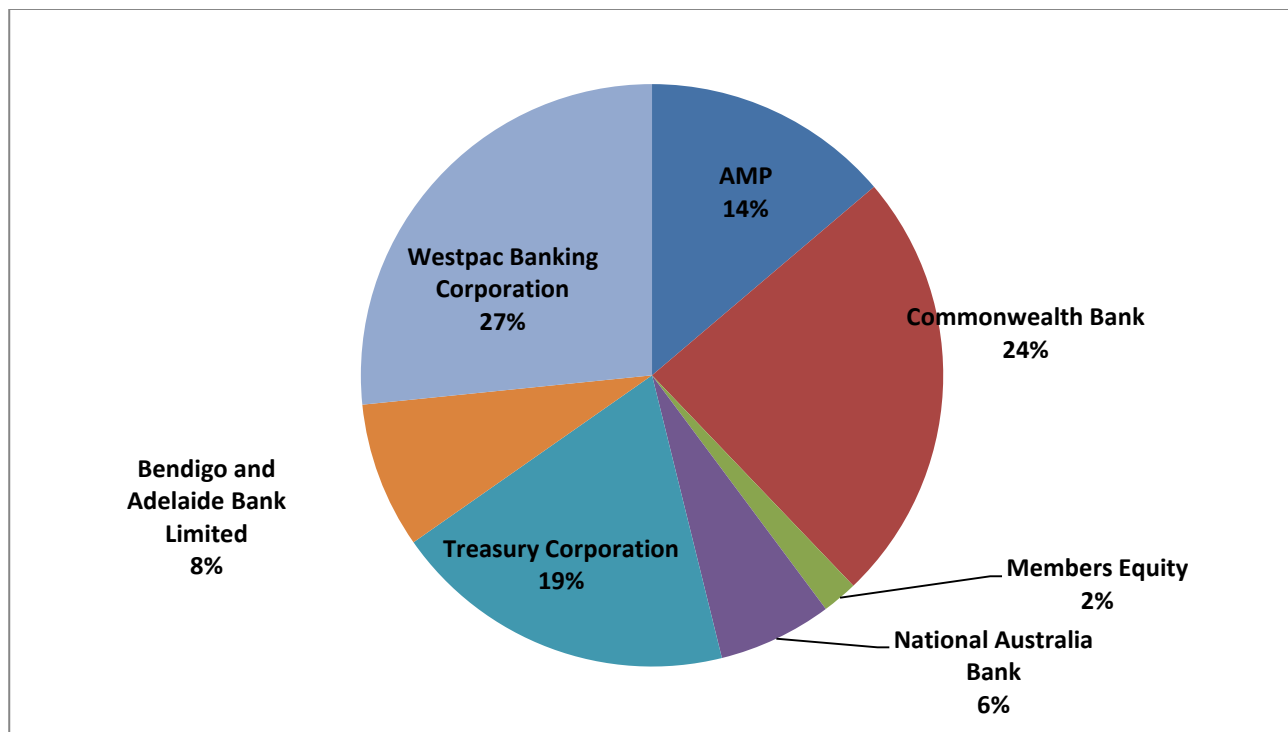
Nil

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		31/08/2019				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 4,623	\$ 97,229	-\$ 92,606	IWD Gen	1.00%	
National Australia Bank	\$ 206,596	\$ 202,177	\$ 4,419	W/Acct	1.25%	
Commonwealth Bank	\$ 2,811,953	\$ 1,458,042	\$ 1,353,912	W/Acct	1.00%	
Commonwealth Bank	\$ 9,387,812	\$ 3,879,363	\$ 5,508,449	At Call (BOS)	1.25%	
<i>Sub Total Cash & 11 am at Call Accounts</i>	\$ 12,410,984	\$ 5,636,810	\$ 6,774,174		1.13%	
TCorp Investments (at Call)	Balanced Invested \$	Balanced Invested \$		Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)
Treasury Corporation	\$ 534,073	\$ 533,707	\$ 366	at call	0.07%	0.26%
Treasury Corporation	\$ 1,076,924	\$ 1,076,380	\$ 545	at call	0.06%	0.37%
Treasury Corporation	\$ 3,389,046	\$ 3,385,277	\$ 3,770	MTGF	-0.33%	0.74%
Treasury Corporation	\$ 4,710,451	\$ 4,744,120	-\$ 33,670	LTGF	-2.20%	-0.57%
<i>Sub Total TCorp Investments at call</i>	\$ 9,710,495	\$ 9,739,484	-\$ 28,989		-0.60%	
Total Cash & At Call Investments	\$ 22,121,479	\$ 15,376,294	\$ 6,745,184		0.26%	

	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
AMP	\$ -	\$ 2,000,000	-\$ 2,000,000			
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
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	24/08/2019	1.82%	24/01/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	26/07/2019	2.20%	26/01/2020
Members Equity	\$ 1,000,000	\$ 1,000,000	\$ -	25/02/2019	2.70%	25/02/2020
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	23/07/2019	2.15%	23/03/2020
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
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/07/2019	2.05%	18/07/2020
Westpac Banking Corporation	\$ 2,500,000	\$ 2,500,000	\$ -	23/07/2019	2.10%	23/07/2020
Total TD's	\$ 28,615,623	\$ 30,615,623	-\$ 2,000,000		2.38%	
Total Cash & Investments	\$ 50,737,101	\$ 45,991,917	\$ 4,745,184			



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 \$4.7m during August 2019. Main contributors are:

- RMS debtor payments \$1.5m
- Financial Assistance Grant \$726.8k
- BAS refund \$335.9k

In addition, rates and quarterly water payments were received during August 2019

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

- Renewal of Westpac TD \$1m at 1.82% for 5 months
- AMP TD \$2m redeemed (unable to be renewed as above AMP's enforced limit of \$5m)

August Interim Financials

A summarised financial flash report for Council is provided below for August 2019, comparing the operating year to date (YTD) actuals against the full year budget and variance percentage. This flash report provides the interim results for the month and represents the appropriate adjustments at the time of this report, noting that more adjustments may be made. The purpose of the flash report is to provide an indication of the Council financial performance at a particular point in time.

Account Description	YTD Actuals	YTD Budget	YTD Variance Favourable/ (Unfavourable)		Full Year Budget
Income	\$'000	\$'000	\$'000	%	\$'000
Rates, Levies & Annual Charges	17,253	17,840	-587	-3	17,840
User Fees & Charges	1,189	921	268	29	8,796
Interest & Investment Revenue	256	144	112	78	865
Operating Grants	1,402	497	905	182	10,282
Capital Grants	178	896	-718	-80	5,377
Other Income	228	118	110	93	1,152
Total Income	20,506	20,416	90	0	44,312
Expenditure					
Employee Benefits	3,349	2,598	751	29	15,589
Materials & Contracts	2,561	1,624	937	58	9,742
Depreciation and Amortisation	1,840	1,840	-	0	11,047
Other Expenses	1,612	1,692	-80	-5	4,332
Total Expenditure	9,362	7,754	1,608	21	40,710
Operating Result - Surplus/(Deficit)	11,144	12,662	(1,518)		3,602
Surplus/(Deficit) after Capital Grants	10,966	11,766	(800)		(1,775)

Income

Rates and annual charges have been raised for the full financial year. There is a slight variance to the monthly budget that will be recovered over the financial year through sewer discharge fees raised during quarterly water readings, supplementary charges and being reimbursed a portion of pensioner rebates (\$300K).

Water notices for the first quarter were raised in August, the budget for first quarterly water is recognised in September.

A number of grant funds have been received in advance with budget allocated monthly (main contributor is RMS Block Grant received). Other revenue is tracking higher than budget.

Employee Benefits

Employee expenditure is high and over budget for the second month of the year due to unbudgeted redundancies. A budget adjustment will be processed in the first quarterly budget review which will increase the budget in line with the expenditure. This expenditure item will require constant monitoring over the course of the year due to the expectation that a number of staff will be undertaking capital works (therefore being capitalised as an asset).

Material & Contracts

The over budget expenditure for Material & Contracts mainly relates to RMS Ordered works being awarded and carried out during the month. The year to date budget is \$168K against an actual of \$405K and there are flood recovery projects that are being finalised which are not included in the budget (\$50K). The revenue for these projects are yet to be recognised.

Other overspends are due to software maintenance fees for the full year 215K.

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/WHIS/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 ADELONG SWING BRIDGE**

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

EXECUTIVE SUMMARY:

This report provides Council with an update on the status of the Adelong Creek Swing Bridge in Adelong which has been closed to public access following the outcomes of a structural assessment of the bridge.

The structural assessment identified a number of deficiencies associated with the construction of the bridge and recommended that the bridge should be closed to the public, in the short-term until the future of the structure is decided.

The bridge was closed on 5th September 2019.

Recognising that the bridge is iconic to Adelong and highly valued by the community, this report recommends that funds be allocated to upgrading the bridge so that it can be reopened for public access.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the status of the Adelong Creek Swing Bridge in Adelong.**
2. **Note the outcomes of the structural assessment undertaken on the Adelong Creek Swing Bridge.**
3. **Approve the allocation of \$120,000 from the additional Roads to Recovery grant funding for the structural upgrade of the Adelong Creek Swing Bridge.**

BACKGROUND:

The Adelong Creek Swing Bridge provides access across Adelong Creek connecting the main street of Adelong (Tumut Street) on the southern side of the creek to the Caravan Park and the Adelong Falls Walk of the northern side of the creek.

The bridge is one of three pedestrian bridges providing access across the creek.

Council's records indicate that the Adelong Swing Bridge was constructed in 1970. The useful life of the bridge is estimated to be in the order of 60 years.

Following a routine inspection and recent maintenance works undertaken on the bridge, concerns were raised regarding the overall integrity of the bridge.

In response to these concerns, an independent structural assessment of the bridge was undertaken.

REPORT:

The assessment of the bridge identified a number of deficiencies relating to its structural integrity and overall safety of the bridge.

In summary, these deficiencies included:

- Deck support cross beams – these ‘C’ section cross beams were installed on their side which is not their structural loading direction and a number of the beams are showing deformation where they connect to the vertical drop down connections
- Balustrade rail – the rail is flexible and considered not adequate for public safety
- Balustrade in-fill – the netting can be easily pushed out to create gaps between the netting and the bridge
- Decking planks – generally considered as satisfactory, although weathered and some have been replaced. The report refers to the longitudinal gap between some of the planks being as much as 20mm. This is not considered a structural problem, but could be a potential safety issue.
- Connection of the southern beam support to the headstock.

Overall the main support structure of the bridge was identified as being in good condition with the exception of the deck support cross beams and southern beam support.

The assessment recommended that the following upgrades are required to secure the structural integrity of the bridge and allow for safe public access across the bridge:

- Upgrading of ‘C’ section deck support cross beams, noting that this would be difficult due to complications around gaining access to the beams – working at heights under the bridge
- Replacement of some of the decking planks to reduce longitudinal gaps
- Upgrading of the Balustrade rail and infill
- Fixing the connection of the southern beam support to the headstock

The assessment also offered an alternative to undertaking a full upgrade of the bridge.

Recognising that there is another pedestrian bridge nearby; the swing bridge could be retained as a historical feature only, with no public access. This option would provide Council with a lower cost alternative to undertaking a full upgrade of the bridge and lower ongoing maintenance costs.

This option would require permanent closure with adequate signage to divert pedestrian traffic to the bridge 70m upstream.

Conversely the bridge is well utilised, highly valued by the Adelong community and creates an important sense of identity, community and belonging.

The bridge forms a significant part of Adelong’s local history having been a part of the community’s identity for the past 50 years.

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

1.1 Create welcoming towns and villages that are vibrant, accessible and foster a sense of community

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The Adelong Creek Swing Bridge is well utilised, valued	The closure of the bridge has isolated its use by the

	Positive	Negative
	by the Adelong community and creates an important sense of identity, community and belonging. The bridge forms a significant part of Adelong's local history having been a part of the community's identity for the past 50 years.	community for its intended purpose.
Environmental	Nil	Nil
Economic	Anecdotally the Adelong Creek Swing Bridge is well utilised by residents and tourists.	As the bridge ages the cost to maintain the bridge and ensure it is safe for public access will increase posing a financial burden for Council and the community.
Governance	Nil	Nil

Financial and Resources Implications

Council officers have received notification that additional funding is to be received under the 2019/2020 Roads to Recovery Program. This provides Council with the opportunity to fund this project from the additional grant funding received through this funding.

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
\$120,000 to complete the upgrade of the bridge to meet current design and safety standards	The upgrade of the bridge will increase its life expectancy and reduce the risk of more costly maintenance and upgrades in the longer term.	The community will have use of the bridge in its current form if the funding is allocated.	Retention of a significant part of Adelong's local history having been a part of the community's identity for the past 50 years.

Policy, Legal and Statutory Implications:

Council maintains its assets in line with the Asset Management Policy.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Due to the risk associated with the present condition of the bridge, it has been closed to the public, pending a resolution of Council.

OPTIONS:

Council has the following options available:

1. Endorse upgrading the bridge as recommended in this report
2. Amend the recommendation as referred to in this report
3. Permanently close the bridge to public access and retain the structure for its visual amenity
4. Permanently close the bridge with the intention to remove the structure

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Communication of the closure has been undertaken through Council's Facebook, website and media release.

This was undertaken at closure of the bridge after the notification of Councillors and the Executive Leadership team of the outcomes of the inspection report.

Limited community engagement has been undertaken at this time.

Attachments

- 1 Adelong Town Bridges Map [↓](#)
- 2 Adelong Swinging Bridge Report (under separate cover) - Confidential



Adelong Town Bridges

Legend

Bridges

- Adelong Swinging Footbridge
- Adelong Town Footbridge
- RMS Road Bridge

Roads

- Highway
- Main Road
- Street



Map Printed 2019-09-03

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 data. Onsite asset locations should be arranged before proceeding with any excavations. 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. Any data from the LPI is used under license from the Land & Property Information.

Digital Cadastral Database (DCDB), 03-09-2019, CC-BY 3.0 Australia, Land and Property Information, Department of Finance, Services and Innovation

Copyright © State of New South Wales Department of Trade & Investment 2014

10. MANAGEMENT REPORTS**10.2 COMMUNITY POOLS - OPERATIONAL UPDATE**

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

EXECUTIVE SUMMARY:

This report provides Council with an update on the status of the operation of the 5 community pools located in the townships of Khancoban, Tumbarumba, Batlow, Adelong and Tumut.

The report also seeks approval from Council to harmonise the opening hours for the pools for the upcoming swim season, noting the current budget constraints associated with their operation.

To assist in optimising the ongoing management of the pools this report also makes the following recommendations:

- Implement automated movement counters at all of the pools to enable improved monitoring of usage
- Introduce a nominal pool entry fee of \$2.00 inclusive of GST for adults only. Entry for school aged children remains free
- Approve the installation of an automated swipe card system at the Tumbarumba and Khancoban Pools consistent with the other pools across the LGA

Provide further advice on the reallocation of funding to support the operation of the pools for the upcoming season as part of the first quarter budget review process

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the operation of the community pools across the Local Government Area**
2. **Note the budget constraints associated with the operation of the pools for the upcoming season as detailed in this report**
3. **Approve the following opening hours for the pools:**

a. Tumut Pool

Opening date – 12th October 2019

Closing date – 15th March 2020

Opening Hours – Mon-Fri 6am-10am & 2.30pm-6.30pm

Weekends 10am-6.30pm

School Holidays 10am-6.30pm

b. Adelong Pool

Opening date – 12th October 2019

Closing date – 15th March 2020

Opening Hours – Mon-Fri 2.30pm-6.30pm

Weekends 12pm-6.30pm

School Holidays 10am-6.30pm

c. Batlow, Khancoban and Tumbarumba Pools

Opening date – 9th November 2019

Closing date – 15th March 2020

Opening Hours – Mon-Fri 2.30pm-6.30pm

Weekends 12pm-6.30pm

School Holidays 10am-6.30pm

- 4. Approve the installation of automated movements counters at all of the pools to enable improved monitoring of usage**
- 5. Approve the implementation of a nominal pool entry fee of \$2.00 inclusive of GST for adults only. Entry for school aged children remains free which is consistent with Council's commitment in the Delivery Program 2018-2021 to provide accessible services that contribute to the wellbeing of the community**
- 6. Approve the installation of an automated swipe card system at the Tumbarumba and Khancoban Pools, noting that this system is available at the other pools and has proven to be successful in facilitating access to pools outside of the normal operating hours for lap swimmers**
- 7. Reallocate funding to support the operation of the pools for the upcoming season as part of the first quarter budget review at the October Council meeting**

BACKGROUND:

Council currently owns and operates five community pools located in the townships of Khancoban, Tumbarumba, Batlow, Adelong and Tumut.

Council resolved to allow free entry to the pools over the last two pool seasons which has been very successful in activating these valuable community spaces.

However, the free entry and the resulting loss of income, has also had a significant impact on the cost to operate the pools and potentially the achievement of the existing levels of service that has been previously applied to the operation of the pools if savings cannot be found.

As shown in Table 1 below, a further reduction in the budget for the operation of the pools for the current financial year has further exacerbated the need to find savings and/or reduce the current levels of service.

In summary, the operational budget for the pools in the current financial year is forecast to be overspent by \$105,000 unless significant saving are found or the current level of service is reduced.

Table 1

	Financial Year 2018/2019	Financial Year 2019/2020
Allocated Operational Budget	\$749,000	\$565,000
Expenditure	\$825,858	\$825,000 (Forecast)
Income	\$151,000	\$155,000 (Forecast)
Total	\$674,858	\$640,000 (Forecast)
Net Total	\$74,142	-\$105,000 (Forecast)

REPORT:

A review of the opening hours was undertaken in recognition of the need to find savings for the ongoing operation of the community pools.

This review identified the opportunity to harmonise the opening hours for all 5 pools which have operated significantly different opening hours and patronage numbers; with Khancoban that receives the fewest patrons being open the fewest hours and Tumut that receives significantly more patrons than any of the other 4 pools therefore being open the most hours.

Table 1 below shows the proposed changes to the opening hours compared to the opening hours for last season.

The proposed revised opening hours will provide approximately \$30,000 in savings, and result in minimal impact to pool patrons.

Table 1 – Proposed Opening Hours

	Opening Hours 2018/19 Pool Season	Proposed Opening Hours for the 2019/20
Tumut Pool	Opening date – 13 th October 2018 Closing date – 17 th March 2019 Opening Hours – Mon-Fri 6am-10am & 2.30pm-6.30pm Weekends 10am-6.30pm School Holidays 10am-6.30pm	Opening date – 12th October 2019 Closing date – 15th March 2020 Opening Hours – Mon-Fri 6am-10am & 2.30pm-6.30pm Weekends 10am-6.30pm School Holidays 10am-6.30pm
Adelong Pool	Opening date – 13 th October 2018 Closing date – 17 th March 2019 Opening Hours – Mon-Fri 6am-10am & 2.30pm-6.30pm Weekends 10am-6.30pm School Holidays 10am-6.30pm	Opening date – 12th October 2019 Closing date – 15th March 2020 Opening Hours – Mon-Fri 2.30pm-6.30pm Weekends 12pm-6.30pm School Holidays 10am-6.30pm
Batlow Pool	Opening date – 10 th November 2018 Closing date – 17 th March 2019 Opening Hours – Mon-Fri 2.30pm-6.30pm Weekends 12pm-6.30pm School Holidays 12pm -6.30pm	Opening date – 9th November 2019 Closing date – 15th March 2020 Opening Hours – Mon-Fri 2.30pm-6.30pm Weekends 12pm-6.30pm School Holidays 10am-6.30pm
Khancoban Pool	Opening date – 12 th November 2018 Closing date – 17 th March 2019 Opening Hours – Mon-Fri 3pm-6pm Weekends 12pm-6pm School Holidays 12pm-6pm	Opening date – 9th November 2019 Closing date – 15th March 2020 Opening Hours – Mon-Fri 2.30pm-6.30pm Weekends 12pm-6.30pm School Holidays 10am-6.30pm
Tumbarumba Pool	Opening date – 12 th November 2018 Closing date – 17 th March 2019 Opening Hours – Mon-Sun 11am-6pm	Opening date – 9th November 2019 Closing date – 15th March 2020 Opening Hours – Mon-Fri 2.30pm-6.30pm Weekends 12pm-6.30pm School Holidays 10am-6.30pm

The proposed changes to operating hours will see an overall reduction in staff hours across the 5 pools by 287 hours compared with last year. This proposal also brings consistency of opening hours across all 5 pools, demonstrating a One SVC philosophy with the minor exceptions of Adelong and Tumut being opened 5 weeks earlier than the other 3 pools, reflecting the water temperature, and Tumut being opened to the public in the morning reflecting the significantly greater patronage not seen in the other 4 pools.

In summary:

- Adelong will be reduced by 404 hours (removal of morning session)
- Batlow will have an additional 78 hours (2 additional hours per day during school holidays)
- Tumbarumba will have 130 less hours (removal of 3 hour morning session and extension by 1.5 hours per day during school holidays),
- Khancoban will have an additional 169 hours (additional hour per day and 2.5 hours per day during school holidays) and
- Tumut will remain the same.

This reduction in staffed operating hours will provide approximately a \$30,000 saving, although it should be noted that this is an estimate only, based on last year's wage averages.

It should also be noted that staffing is based on patronage and therefore a hot season may result in greater patronage and require higher staff numbers resulting in higher staff costs.

The proposal will provide greater service for Batlow and Khancoban pool patrons. This is also the case for Tumbarumba with longer operating hours during the school holidays when patronage is at its highest but less hours outside of school holidays when patronage is at its lowest.

It should further be noted that Adelong Pool is available for out of hours usage via the swipe card system (as is Batlow and Tumut) and as such the reduction in hours will have minimal impact on patrons given the few patrons that do frequent the pool in the morning session (proposed to be cancelled) are swipe card holders, noted by the Pool Manager.

It is also proposed to install a swipe card system at the Tumbarumba and Khancoban pools. This will increase the service level by allowing the pool to be available all day throughout the season and potentially provide Council with an opportunity for further cost savings through reduced staffed hours, particularly outside of school holiday/peak periods.

It is also proposed that a small entry charge be levied for adults. Whilst this charge is somewhat tokenistic it would assist in reducing the current budget deficient whilst still encouraging children to utilise the space free of charge.

The review of the operating hours for the pools included an analysis of patronage as shown in Table 2 below. However, it should be noted this data was identified as having a low level of confidence due to data gaps, particularly for the Khancoban and Tumbarumba Pools.

Table 2 - Pool Patronage #

Pool	2016/17 Attendance	2017/18 Attendance	2018/19 Attendance	Year on Year % change		Variation
				2016/17 to 2017/18	2017/18 to 2018/19	2016/17 to 2018/19
Adelong	14,935	14,060	10,233	-6%	-27%	-31%
Batlow	6,512	9,038	7,665	39%	-15%	18%
Khancoban (est.)	1,492	3,550	1,559	138%	-56%	4%

Pool	2016/17 Attendance	2017/18 Attendance	2018/19 Attendance	Year on Year % change		Variation
				2016/17 to 2017/18	2017/18 to 2018/19	2016/17 to 2018/19
Tumbarumba (est.)	3,730	5,918	4,735	59%	-20%	27%
Tumut	25,512	31,393	27,502	23%	-12%	8%

Note # Missing data signifies that there may be more patronage at these pools than has been recorded, and this must be considered when interpreting the patronage results of the previous seasons. Additionally, statistics for pool visitation have only commenced in December for the 2018/19 season, meaning that a month of data for the Adelung and Tumut pools is missing from these statistics.

Accuracy of patronage data is critical to the reporting of the community benefits of the infrastructure along with planning for the ongoing operation and upgrades for the pools. It is therefore recommended that automated movement counters be installed at all of the pools to enable improved monitoring of usage to inform the ongoing management of the pools.

Additional savings to the operation of the pools will be difficult to deliver as the majority of operating costs are fixed, such as chemicals, cleaning and basic maintenance.

Staff wages make up approximately 40% of the overall budget and to deliver more substantive savings to meet the current budget would mean a significant reduction in staff hours and therefore operating hours, which would in turn would reduce the level of service provided to the community. This scenario is not preferred as it is in conflict with the philosophy to encourage pool patronage and activate these high value community spaces.

In summary it is considered that delivery of the community's expected level of service associated with the operation of the pools is unachievable within the current budget and as such it is intended to seek additional funding for the operation of the pools as part of the upcoming quarterly budget review process.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

5.4 Provide a program to deliver and improve public amenities and infrastructure which meets an acceptable community standard

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The successful operation of the pools provides for accessible community spaces and facilities that support the well-being of the community.	Nil
Environmental	Nil	Nil
Economic	It is anticipated that the increased usage of these facilities will result in economic benefits to the surrounding community	The costs to operate the pools to achieve a reasonable level of service is a significant impost on Councils overall budget.

	Positive	Negative
Governance	Nil	Nil

Financial and Resources Implications

As described in this report, the operational budget for the pools in the current financial year is forecast to be overspent by \$105,000.

	Financial Year 2018/2019	Financial Year 2019/2020
Allocated Operational Budget	\$749,000	\$565,000
Expenditure	\$825,858	\$825,000 (Forecast)
Income	\$151,000	\$155,000 (Forecast)
Total	\$674,858	\$640,000 (Forecast)
Net Total	\$74,142	-\$105,000 (Forecast)

The above table doesn't include the following:

- forecast savings achieved through the proposed harmonisation of the opening hours of \$30,000
- cost to install automated swipe card entry for the Tumbarumba and Khancoban pools – estimated \$50,000
- cost to install automated movements counters at all of the pools to enable improved monitoring of usage – estimated \$10,000
- introduction of a nominal pool entry fee of \$2.00 inclusive of GST for adults only – not quantified due to lack of data, however consultation with the Pools Manager has indicated that at the Tumut pool, 50% of patrons are estimated to be adults and for all other four pools, 40% of total patronage is by adults. Based on patronage data for 2018/19, total adult patronage is estimated at 23,427. Using this estimate, a \$2.00 fee would generate approximately \$46,854 in income for the pools.

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
Operational budget for the pools is \$565,000 for the current financial year	Harmonising of operating hours \$30,000 savings. Additional income from introducing a tokenistic entry fee for adults not quantified.	Increased usage and Activation of valuable community spaces.	Sustainable management of all pools across the LGA

Policy, Legal and Statutory Implications:

Nil policy, legal or statutory implications associated with this report.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Failure to deliver on community expectations associated with the operation of the community pools across the LGA could pose a significant reputational and business risk to the organisation.

OPTIONS:

1. Accept the recommendations as referred to in this report.
2. Amend the recommendations as referred to in this report.
3. Not proceed with any of the recommendations made in this report and maintain the status quo.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The current levels of service were reviewed as part of the service review project with the Community Sounding Board, a demographically representative group of community members during the period October 2018-January 2019. Feedback from this group indicates that on the whole, the community have a willingness to contribute towards the operation of the pools by way of a nominal entry fee, recognising that cost recovery would make the pools unaffordable.

Subject to the outcomes of this report a communications plan will be developed and implemented advising the community of the changes to the operations for the community pools in particular the opening hours and introduction of an entry fee for adults.

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS

10.3 TUMBARUMBA TO ROSEWOOD RAIL TRAIL - DONATION OF SECTION OF UNUSED RAIL

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

EXECUTIVE SUMMARY:

This report seeks approval from the Council to authorise the donation of a section of disused rail (including bolts and connection plates) to an incorporated, not-for-profit group of tourist railway volunteers who are building a demonstration shale tramway in Hartley Vale (near Lithgow).

RECOMMENDATION:

THAT COUNCIL:

1. Receive this report on the recommendation for the disposal of a section of disused rail line (and ancillary materials) to a not-for-profit organisation.
2. Endorse the donation of a section of rail measuring approximately 1km (including connecting bolts and plates) which has an estimated salvage value of \$12,000 to the Kerosene Creek Tramway (KCT).

REPORT:

A written request has been received from Michael Forbes OAM on behalf of the Kerosene Creek Tramway (KCT) for the donation of a section of approximately 1km of disused rail and fittings so that it can be used in the reconstruction of a historical demonstration shale tramway in Hartley Vale (near Lithgow).

The group has advised of difficulties in sourcing rail line of this specification and has offered to collect the rail from the site at their cost.

The donation of the rail and fittings from the Tumbarumba to Rosewood Rail Trail would enable the group to progress the recreation of the tramways of Hartley Vale.

It is anticipated that the donation of the rail and fittings to a historical railway reconstruction initiative will be perceived as a very appropriate action by Council and would result in significant positive feedback from the group and the media.

The donation of the rail and fittings is supported by the Friends of the Rail Trail stakeholder group.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

3.1 Demonstrate leadership in environmental sustainability by reducing Council's carbon footprint and supporting the use of clean energy

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Potential educational value to the community through	Nil

	Positive	Negative
	associated media coverage; good news story.	
Environmental	A sustainable solution for the disposal of rail and fittings by repurposing in the recreation of the tramways of Hartley Vale. Donating the items to the community group would negate the financial and environmental cost of what would otherwise become landfill.	Nil
Economic	No cost to Council in the transportation of the rail and associated fittings.	Should Council elect not to donate the rail, the associated salvage value of the section of rail (and fittings) is estimated to be in the order of \$12,000.
Governance	Adherence to the Zero Waste Strategy currently on public exhibition, Theme 'Advocate for Behavioural Change' Section 1.3	Nil

Financial and Resources Implications

The project is currently tracking under budget and the donation of the rail and fittings will not adversely affect the project.

Should Council elect not to donate the rail, the associated salvage value of the section of rail (and fittings) is estimated to be in the order of \$12,000.

Costs and Benefits:

It is anticipated that the donation of the rail (and fittings) to a historical railway reconstruction initiative would be perceived as a very appropriate action by Council and result in significant positive feedback from the group and the media.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Nil

OPTIONS:

1. Adopt the recommendation to donate the rail and associated fittings
2. Elect not to donate the rail and associated fittings
3. Elect not to donate the rail and associated fittings and instead seek to sell with the view to obtaining the estimated value of \$12,000

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The donation of the rail is supported by the Friends of the Rail Trail stakeholder group.

Attachments

- 1 Email submission from Secretary and Public Officer, Kerosene Creek Tramway (under separate cover) [⇒](#)
- 2 Background Information - Potential Re-use for Rail Materials (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.4 DRAFT ROADSIDE VEGETATION MANAGEMENT PLAN AND POLICY - FOR PUBLIC EXHIBITION**

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

EXECUTIVE SUMMARY:

This report seeks the approval of Council to place the draft Roadside Management Policy on public exhibition and approve the Roadside Vegetation Management Plan.

The successful adoption of this policy and plan will provide necessary framework for Council to better manage its roadside areas. This means providing environmentally and financially viable management of roadsides and associated assets.

Adoption of the Roadside Vegetation Management Policy (RVMP) will also provide means for acquittal of the grant used to fund the development of these documents and the training of staff in their implementation.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the Roadside Vegetation Management Plan and Policy**
- 2. Approve placing the Draft Roadside Vegetation Management Policy on public exhibition for a minimum of 28 days.**
- 3. Adopt the Roadside Vegetation Management Plan**
- 4. Adopt the Roadside Management Policy if no submissions are received during the 28 day exhibition period**

BACKGROUND:

The RVMP's purpose is to ensure consistency in the way that Snowy Valleys Council approaches roadside project work and maintenance to better protect and revitalise areas of ecological significance (Conservation Value).

Subsequent revisions of legislation has meant the RVMP has undergone a data refresh and a corresponding policy has been created.

It should be noted that Council received a funding grant from Local Government NSW in order to make the required updates to the RVMP and the acquittal of this grant is dependent upon the adoption of the new policy.

REPORT:

This policy and plan applies to all Council Officers and establishes guidelines for the management and administration of infrastructure within the road verge. In particular the RVMP will direct what tasks may occur in regard to roadside vegetation.

Snowy Valleys Local Government Area is home to 29 species of threatened flora, 71 species of threatened fauna and 5 species of migratory fauna. As such, it is Council's responsibility to act within the guidelines of NSW Legislation to actively protect and mitigate any damage to potentially delicate ecosystems.

This policy and plan will influence how employees manage themselves and their activities in road side areas, in particular, ecologically significant roadside areas. This will shape how employees assess, plan, mitigate risk and evaluate their work.

The adoption of this policy will have a positive implication in the community as Council will be upholding legislation to better protect the environment.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

5.4 Provide a program to deliver and improve public amenities and infrastructure which meets an acceptable community standard

Operational Actions

5.4.1 Develop Management Plans for all public parks, gardens and reserves.*

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Delivery of improved public spaces and infrastructure meeting an acceptable community standard	Nil
Environmental	Ensuring consistency in the way that Snowy Valleys Council approach roadside project work and maintenance to better protect and revitalise areas of ecological significance (Conservation Value)	Nil
Economic	Ensuring realisation of value and assurance in service delivery.	Nil
Governance	Council will be upholding legislation to better protect the environment.	Nil

Financial and Resources Implications

The approximate funding grant from Local Government NSW is \$70,000 and covered the cost of ecology consultants that assisted with the development of the policy and plan.

Failure to adopt this policy will affect the final acquittal of the grant.

Policy, Legal and Statutory Implications:

The development and implementation of the RVMP and policy will assist Council Officers in complying with the legislation to better protect the environment and revitalise areas of ecological significance (Conservation Value).

Council is required to adopt this policy in order to comply with the funding arrangement set out by Local Government NSW.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

If Council is found to be in breach of the legislation supported by the RVMP, they may be subject to fines, civil action or more seriously, criminal action from other policing government agencies.

OPTIONS:

Endorse the recommendations as detailed in this report.

Alternatively, Council may amend the recommendations or chose to not adopt the RVMP and policy. However this could result in breaches to legislation and impede the acquittal of the grant received to develop the RVMP.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Should Council resolve to approve the draft policy, it would then be placed on public exhibition for a period of no less than 28 days enabling for the community to make submissions in relation to the policy.

Attachments

- 1 Draft Roadside Vegetation Management Policy (under separate cover) ➡
- 2 Roadside Vegetation Management Plan (under separate cover) ➡

10. MANAGEMENT REPORTS**10.5 DRAFT FOOTPATH, KERB AND ROAD VERGE MANAGEMENT POLICY - FOR PUBLIC EXHIBITION**

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

EXECUTIVE SUMMARY:

This report seeks the approval of Council to place the Draft Footpath, Kerb and Road Verge Management Policy (FKRVMP) on public exhibition.

The successful adoption of this policy will provide the necessary framework for Council to manage the administration of infrastructure within road verges and pedestrian ways.

The policy also supports Council's obligations to define the limits of management and administration it will undertake on assets located within its road reserves.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive this report on the Draft Footpath, Kerb and Road Verge Management Policy
2. Approve placing the Draft Footpath, Kerb and Road Verge Management Policy on public exhibition for a minimum of 28 days.
3. Adopt the Footpath, Kerb and Road Verge Management Policy if no submissions are received during the 28 day exhibition period.

BACKGROUND:

The FKRVMP is intended to establish guidelines for the management and administration of infrastructure within the road verge, extending to pedestrian ways and to ensure realisation of value and assurance in service delivery.

REPORT:

This policy will apply to all Council officials and will establish guidelines for the management and administration of infrastructure within the road verge.

This policy will define the extent of maintenance undertaken by Council within road verges, kerb and footpath infrastructure. This will shape how employees assess, plan, mitigate risk and evaluate their work.

This policy also supports Council's obligations to define the limits of management and the administration it will undertake on assets within its road reserves for which it is the responsible authority.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:
CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

5.4 Provide a program to deliver and improve public amenities and infrastructure which meets an acceptable community standard

Operational Actions

5.4.1 Develop Management Plans for all public parks, gardens and reserves.*

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Delivery of improved public spaces and infrastructure meeting an acceptable community standard.	Nil
Environmental	Ensuring consistency in the way that Snowy Valleys Council manages assets located within the road reserve.	Nil
Economic	Ensuring realisation of value and assurance in service delivery.	Nil
Governance	Meeting its obligations to define the limits of management and administration it will undertake on assets within its road reserves for which it is the responsible authority.	Nil

Financial and Resources Implications

The FKRVM is a key document providing Council employees with guidelines for the management and administration of infrastructure within the road verge. The implementation of which ensures the realisation of value and assurance in service delivery for the wider community.

Policy, Legal and Statutory Implications:

In adopting this policy, Council meets its obligations to define the limits of management and administration it will undertake on assets within its road reserves for which it is the responsible authority.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Failure to meet its obligations to define the limits of management and administration it will undertake on assets within its road reserves for which it is the responsible authority could result in litigation against Council.

OPTIONS:

Endorse the recommendations as detailed in this report.

Alternatively, Council may amend the recommendations or chose to not adopt the FKRVM. However this could result in breaches to legislation.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Should Council resolve to approve the draft policy, the policy would then be placed on public exhibition for a period of no less than 28 days.

Attachments

- 1 Draft Footpath, Kerb and Road Verge Policy (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.6 DRAFT SNOWY VALLEYS BANNER POLICY - FOR PUBLIC EXHIBITION**

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

EXECUTIVE SUMMARY:

In order to support and promote community events, festivals and the local region, street banners (across the road) are utilised in towns where adequate infrastructure is provided for the display. This report proposes to adopt the Banner Policy to replace the previous Street Decorations Policy - detailing the installation of street banners where the infrastructure is available for community groups to book and pay to have a street banner erected promoting their community event.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Banners Policy from the Acting Director Strategy, Community and Development.**
2. **Approve the draft Snowy Valleys Council Banner Policy for Public Exhibition.**
3. **Rescind the Street Decorations Policy ComDev.03 v1.0**
4. **Place the Snowy Valleys Banner Policy on public exhibition for a period of no less than 28 days.**

BACKGROUND:

Banners are an effective and appropriate way of creating visual images in our towns, strengthening their local identity. They bring colour, movement, vitality and a sense of arrival and occasion. They are intended to support and promote events or festivities that contribute to the economic & social wellbeing of the community. A consistent approach to the management provides clear processes to assist council and the community to promote the region.

REPORT:

The policy will address the consistent, fair and equitable usage of Street Banners in the communities that have the infrastructure to display appropriate banners.

At present the infrastructure to display street banners is only installed in Adelong, Batlow and Tumut. The infrastructure is costly to install and there are a number of conditions that need to be met prior to it being able to be installed. The production of street banners is also quite expensive with less community groups now producing them due to this cost.

Street flags are not included in this policy as they are not available for community use. At present the infrastructure for street flags is located on Country Energy power poles and is a fixed structure that requires a contractor to replace flags. Flags are also expensive to have produced and are now only changed seasonally in the towns of Adelong, Batlow and Tumut due to this cost. Therefore, street flags have been removed from the policy.

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

1.1 Create welcoming towns and villages that are vibrant, accessible and foster a sense of community

Operational Actions

1.5.1 Facilitate, deliver and provide support to Council and Community Events and Programs

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

To have a banner made it will cost approximately \$1200.00

Under the new fees and chargers it will cost \$130.00 to have a banner erected across the road which is full recovery cost for the installation by the SVC Infrastructure Works department

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

All Banners will be erected and lowered by Council only or a contractor specified by Council to eliminate any potential risks associated with the installation of the banners. This will also prevent the need for local traffic interruption.

OPTIONS:

Council can opt not to endorse the proposed banner policy.

Council can opt to amend the proposed banner policy.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Consultation**

Consultation has occurred internally with IWD staff regarding the erection of banners, Customer Service staff regarding the bookings of banners, events staff regarding internal council use of banners. This consultation was undertaken to gain an understanding of the process having a banner made or approving a community banner, booking of banners and the putting up and taking down of banners.

Attachments

- 1 Snowy Valleys Council Draft Banner Policy (under separate cover) ➡

10. MANAGEMENT REPORTS**10.7 CLIMATE CHANGE RISK ASSESSMENT AND GRANT OPPORTUNITIES**

REPORT AUTHOR: COORDINATOR ECONOMIC DEVELOPMENT
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

EXECUTIVE SUMMARY:

Council and community members have shown an increasing acknowledgement of the need to identify, address and mitigate climate change risks. In response to this, and to ensure future sustainability, Snowy Valleys Council will be developing an updated Climate Change Risk Assessment. It is proposed that based upon this, projects may be identified with a view to applying for grant opportunities.

The purpose of this report is to outline the planned next steps and how the risks identified may provide the basis to seek funding in the Increasing Resilience to Climate Change Program (Round 3) grant opportunity when it opens in 2020.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Climate Change Risk Assessment and Grant Opportunities from the Acting Director Strategy, Community & Development.**
- 2. Note that \$10,000 has now been allocated in the 2019/2020 budget for targeted climate change risk projects that will be used for the development of an updated Climate Change Risk Assessment.**
- 3. Note that, based upon the findings and recommendations in the risk assessment, eligible projects will be determined and prioritised with a view to applying for funding for Round 3 of the Increasing Resilience to Climate Change Grants Program (IRCC).**

BACKGROUND:

Council and community members have demonstrated an increasing awareness and recognition of climate change and the need to mitigate and adapt to changing climatic conditions. Snowy Valleys Council integrates climate change mitigation activities in its day to day functions, planning and decision making processes; including through land use planning, conservation and the direct mitigation of Council's carbon footprint.

In January 2019, in an Extraordinary Council Meeting, it was resolved that Council would undertake an updated climate change risk assessment, with a view to seek grant funding for identified risk mitigation projects.

Subsequent to this, a community Forum was held in April 2019 to share information and update the community on what actions Snowy Valleys Council is undertaking. It included presentations, a panel discussion and a workshop to identify community concerns and actions. The outcomes of the workshop were used to assist in developing actions for the 2019/20 Operational Plan.

Funding has been allocated in the 2019/20 budget for targeted climate change risk projects that will be used for the review of previous assessments and the development of an updated Climate Change Risk Assessment.

REPORT:**Climate Change Risk Assessment**

Snowy Valleys Council has not undertaken an updated climate change risk assessment since its creation in 2016. The previous Tumbarumba and Tumut Shire Councils undertook risk assessment analyses in 2012 as part of a regional vulnerability assessment program. Based on the previous resolution of Council, \$10,000 has been allocated for the development of an updated assessment. The scope of this will include a review of the previous assessments undertaken by the Tumut and Tumbarumba Shire Councils and a new risk analysis and adaptation strategy.

Staff have made enquiries and quotes have been received. It is estimated that once a consultant is contracted to undertake the work, it will be delivered within a three month time-frame.

Increasing Resilience to Climate Change Grant Program

The Increasing Resilience to Climate Change Program has been previously identified by Council as a potential source of grant funding.

This program is a partnership between LGNSW and the NSW Department of Planning, Industry and Environment (DPIE) and is aimed at providing funding to address identified climate change risks and vulnerabilities facing NSW councils. It was established with the following objectives:

- Implementation of treatments for identified climate risks, reducing future climate impacts and reducing potential liability for local and regional decision makers
- Regional and/or sectoral consideration of climate change impacts in decision making
- Implementation of climate change adaptation actions beyond business as usual projects and programs
- Enhanced adaptive capacity through the development of a community of practitioners and resources from across sectors and disciplines with practical experience in implementing adaptation responses across NSW

Round 2 of the funding program opened on 1 July 2019 and closed on 2 September 2019.

To be eligible for a grant, the proposal must have been responding to a previously identified climate change risk or vulnerability, citing a

- climate change risk assessment, meeting Australian standards (AS/NZS 4360 or ISO 31000), conducted in the five years prior to the commencement of IRCC (i.e. completed or updated after November 2013); or
- a climate change vulnerability assessment (peer reviewed methodology) conducted in the last five years, which includes participation in cross government Integrated Regional Guideline for applicants to the increasing resilience to climate change grants program June 2019 4 LGNSW.ORG.AU Vulnerability Assessments (IRVAs) or Enabling Regional Adaptation (ERA) projects led by OEH.
- Provide alternative documentation showing how a climate change risk has been previously identified, that it is still current, and what work has been done to determine the suitability of the proposal as an adaptation project.

The Round 2 funding opportunity was thoroughly investigated and it was determined that given the lack of funding prior to the 2019/2020 financial year for the development of an updated risk assessment to meet the eligibility requirements and the subsequent time and resource constraints to have one developed and a project scoped, responding to Round 3 was the most prudent and feasible course of action.

This was discussed with the grants project manager and possible regional partners to a joint application. Furthermore the current operational plan contains many actions that preclude them from being considered within the scope of eligible project as the guidelines state 'projects that would have occurred under business as usual for example the provision of drinking water facilities in public places or projects are already outlined in existing operational and/or financial plans or organisational strategies' are ineligible.

Based on the advice received and a realistic assessment of organisational resources, it is recommended that Council continue with the development of an updated risk assessment through the use of an external consultant, with a view to applying for funding in Round 3 if a suitable project is identified. It is also encouraged that Council seek partnerships for a regional application if possible.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

3.1 Demonstrate leadership in environmental sustainability by reducing Council's carbon footprint and supporting the use of clean energy

Operational Actions

3.2.2 Continue to pursue funding to deliver targeted climate change projects that can address the areas of highest risk

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Providing leadership to the community regarding appropriate actions within Council's sphere of influence	There continue to be debate within some sectors of the community on the reality of climate change and therefore actions taken by Council could be viewed as being unnecessary.
Environmental	Taking appropriate action to protect our natural environment and minimise Council's energy and emission footprint	Council has a limited sphere of influence and therefore some climate change mitigation and adaptation actions are beyond the control of local government
Economic	Taking appropriate actions to inform climate change understanding and actions may assist in delivering economic benefits to the local community and businesses.	All actions undertaken and planned to be undertaken will use council's financial resources, however they have been budgeted. The risk assessment may identify areas where allocation of further resources is necessary.
Governance	Council delivers transparency through responding to community concerns and global issues such as climate change	Some community members may deem action as being unnecessary and alternatively some may view the response as not being strong enough.

Financial and Resources Implications

\$10,000 has been allocated in the 2019/2020 budget for targeted climate change risk projects. Additional funding may be necessary to implement recommendations and adaptation strategies, as these have not been identified and therefore remain unbudgeted.

Staff time will be spent on facilitating and assisting with the development of the assessment. Time will also need to be allocated for the preparation of a grant application, if a priority project is deemed eligible for consideration in IRCC Round 3

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

If Council does not complete an updated risk assessment there is the risk of public perception of inaction

OPTIONS:

Council can resolve to accept, not accept or alter the recommendations in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Extensive consultation and engagement has been undertaken, including a community forum. Advice has also been sought from DPIE and LGNSW. State-wide Mutual were also approached as they facilitated the previous risk assessments.

The CRJO and other regional partners were also consulted as to the possibility of a joint application.

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS**10.8 STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE APPLICATIONS**

REPORT AUTHOR: MANAGER SPECIAL PROJECTS
RESPONSIBLE DIRECTOR: ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

This report seeks the approval of Council to submit funding applications under Round Three of the Stronger Country Communities Fund for the following projects:

- Adelong Pool Shade & Seating
- Batlow Youth Precinct
- Tumut Rotary Pioneer Park Toilets
- Tumut Pool Stage 2 (Splash Pad)

These projects have been prioritised and scoped utilising Council's project Management Framework as detailed in this report.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the submission of funding applications under Round Three of the Stronger Country Communities Fund from the Acting Director Assets and Infrastructure**
2. **Approve submitting applications for funding under Round Three of the Stronger Country Communities Fund for the following projects:**
 - a. **Adelong Pool Shade & Seating - (Request amount: \$70,000)**
 - b. **Batlow Youth Precinct - (Request amount: \$320,000)**
 - c. **Tumut Rotary Pioneer Park Toilets - (Request amount: \$170,000)**
 - d. **Tumut Pool Stage 2 (Splash Pad) – (Request Amount: \$750,000)**

BACKGROUND:

The Stronger Country Communities Fund (SCCF) was established in 2017 by the NSW Government to help deliver local projects to regional communities.

The SCCF aims to boost the liveability of communities in regional areas by providing new or upgraded social and sporting infrastructure or community programs that have strong local support, and provide programs and infrastructure that enhance opportunities for young people to be work ready and thrive in regional NSW.

Round Three of the SCCF will actively encourage Local Governments and Community Organisations to engage with and deliver projects that reflect the needs and wants of local youth, with 50% of the Local Government Area (LGA) allocation to be directed toward youth targets projects and initiatives.

Round Three will provide \$1.565m to the Snowy Valleys Council LGA, with applications from Councils and, for the first time, not-for-profit and community organisations closing Friday 27 September 2019.

Grant submissions must include a detailed budget and project plan, and be supported by evidence of community consultation and support for the project.

All projects must commence within 12 months of the funding deed being signed and be completed within three years of the project announcement.

REPORT:

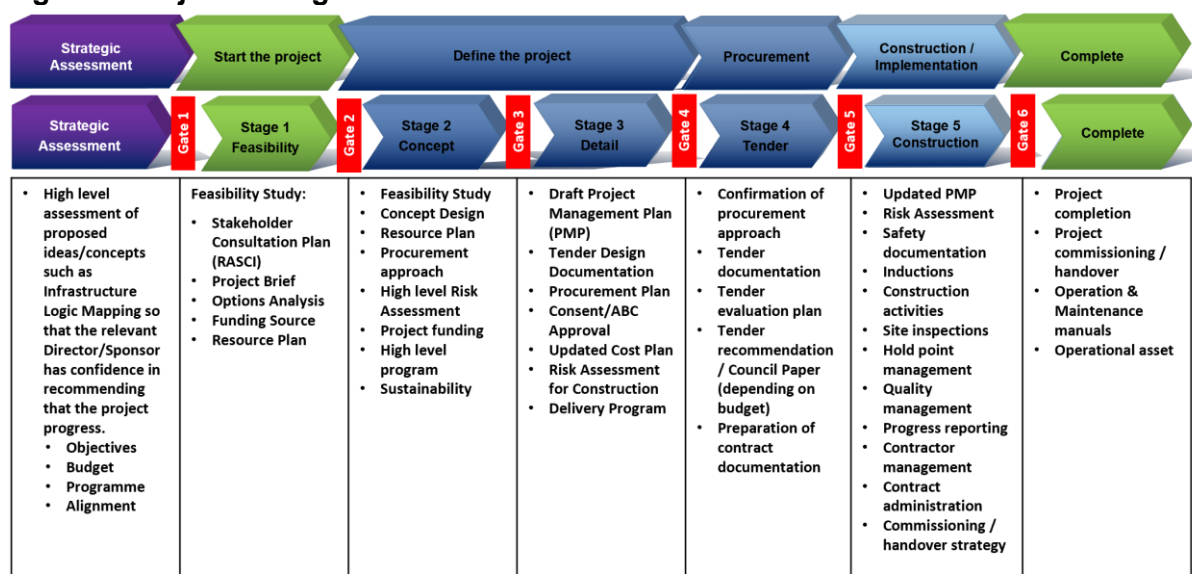
A review of priority projects from Council's 2018-2021 Delivery Program highlighted four key projects suitable for submission to the SCCF, with a further three projects put forward by Councillors at the Councillor Workshop held on 18 July 2019.

Utilising the expertise of Council's Program Management Office (PMO) all seven projects were reviewed in accordance with the Project Management Framework. This included undertaking a strategic assessment and evaluating the feasibility of each project. These projects were also supported with community stakeholder consultation.

The outcomes of the strategic and feasibility assessments were workshopped with Councillors on 1 August 2019, with four projects confirmed to progress in development for submission to SCCF3.

These four projects reviewed via the Project Management Framework were assessed in line with the One SVC mindset of "one organisation providing sustainable and affordable facilities and services for its communities into the future".

Figure 1 Project Management Framework



As part of NCIF2 funding SVC has been working towards the development of a sustainable project methodology that ensures projects and programs undertaken by Council are well scoped, planned and costed and ensure the best value for the organisation and community.

The new Project Management Framework instigates 'Project Gating', effectively dividing project development into distinct stages or phases, separated by decision points (known as gates).

This approach supports the efficient use of capital by re-evaluating the objectives throughout the project lifecycle and ensuring the project objectives are consistent with the original brief.

At each gate, continuation is decided by the PMO in consultation with project sponsors and the board. The decision is made on the forecasts and information available at the time, including the financial case, risk analysis, and availability of necessary resources.

As part of the Strategic Assessment, Investment Logic Mapping (ILM) was used.

ILM is a technique to ensure robust discussion and thinking is done up-front, resulting in a sound problem definition, before solutions are identified and before any investment decision is made. ILM tests and confirms that the rationale for a proposed investment is evidence-based and sufficiently compelling to convince decision makers to commit to invest in further investigation and planning.

Projects for Submission to SCCF3

Adelong Pool Shade & Seating

ILM Statement: The Adelong Community Aquatic Centre was a new facility built in 2012. Over the past 5 seasons issues around lack of seating and shade at the facility have been raised by the community. Adelong summer temperatures can consistently reach 40c in the summer and the limited shade and seating facilities make it difficult for Centre users to make best use of the space.

The Adelong Swimming Club utilises the facility daily for training and once a week for Club night. Several families attend club night and the limited seating does not cater for the number of people there.

The Adelong Community Aquatic Centre is a highly popular facility with families from adjoining towns travelling to the Centre to make use of the family friendly swimming facility. The lack of seating and shade at the Centre however diminishes its appeal in the summer months.

Project Scope: The Adelong Pool Shade & Seating Project will incorporate the installation of three shade structures and associated tables, chairs and covers, providing a permanent ongoing solution to the issues raised by the community.

The Project will also include the purchase of additional portable seating which can be utilised during periods of high demand, such as carnivals and special events.

Request amount: \$150,000

Batlow Youth Precinct

ILM Statement: The current Batlow Skate park area is not fit for purpose, with the structure composed of unsafe metal equipment and the area as a whole being impractical.

As part of the Linage report for the 2017 Community Strategic Plan, the Batlow community's "Big Idea" session the community of Batlow highlighted the Skate Part as a key item for the community, requesting both a redesign to cater for all levels and that a concrete skate park be installed to allow it to be used all year round.

The Batlow Interact group have raised on several occasions issues related to the skate park and the precinct, and a need for the entire area to be redeveloped.

Tumut Youth Council Committee as recently as 3 April 2019 have noted issues surrounding the area and made recommendation to Council for improvements to make the area fit for purpose.

Project Scope: The Batlow Youth Precinct Project will incorporate the design and construction of a new skate park, including drainage that will improve the usability of the facility for all skill levels. The installation of a double barbeque, shelter and seating and the reorientation of the basketball court to make the space more practical.

Request amount: \$320,000

Tumut Rotary Pioneer Park Toilets

ILM Statement: Tumut Rotary Pioneer Park is considered one of Tumut's premier park areas. Located between the Tumut Pool and Tumut River the park area is used for community events, festivals and by the general community.

The park currently does not have dedicated toilet facilities, with the closest toilets being across the road and behind the basketball stadium. The facilities are not convenient for people utilising the park. When staging events at Tumut Rotary Pioneer Park, community groups and organisations are required to bring in portaloos to provide toilet facilities.

Toilet facilities at Tumut Rotary Pioneer Park has consistently been raised during community consultation for Tumut Pool and the development of Council's Community Strategic Plan.

Originally considered as part of Tumut Pool Stage 1, the amenities block was to be dual access enabling users of the park to access toilet facilities outside pool opening hours. A review of funding for Tumut Pool Stage 1 resulted in a modification to the amenity block design and the dual access option was considered not feasible.

Project Scope: The Tumut Rotary Pioneer Park Toilet Project will incorporate the construction of a toilet block facility, incorporating male, female and accessible toilets adjacent to the Tumut Pool. There are currently no public toilet facilities in this location.

Request amount: \$170,000

Tumut Pool Stage 2 (Splash Pad)

ILM Statement: Creating a family friendly pool that caters for all ages has been a long standing wish for the Tumut Community. This has included the installation of new amenities, an upgrade to the swimming facilities for the younger age group to resemble something similar to Adelong, and the installation of an indoor heated pool. To achieve the overall outcome of the community's wishes for the pool upgrade it has been necessary to break it into stages.

Tumut Pool Stage 1 is currently underway, with construction of a new amenities and entry building to be completed by December 2019. The design of this stage also includes the ability to add on with a heated indoor pool at a later stage.

Tumut Pool Stage 2 includes several elements, the first of those being the removal of the baby pool and the construction of a splash pad/water play area, new fencing and BBQ area.

Tumut Pool Stage 3 would complete the Tumut Pool precinct with the installation of the indoor heated pool.

The Tumut Pool Project has been in concept since the development of the first Community Plan developed by the former Tumut Council in 2009. It is a subject that is continuously raised at community consultation sessions in Tumut. There have been several different concept plans produced for the Tumut Pool precinct all of which have been displayed for community feedback over the years.

Project Scope:

Request Amount: \$750,000

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

1.1 Create welcoming towns and villages that are vibrant, accessible and foster a sense of community

Operational Actions

1.1.4 Deliver a program of skill building workshops for the community

Financial and Resources Implications

Through the implementation of the new Project Management Framework, SVC is ensuring that projects submitted as part of SCCF3 are well scoped, planned and costed.

All project budgets have been developed with input from council project managers and Asset staff. Contingency and project management costs have been built into the applications.

Policy, Legal and Statutory Implications:

The SCCF grants require regular and comprehensive reporting undertaken to the Department of Premier and Cabinet and Smartygrants.

Project Managers are required to provide regular project and budget updates to ensure the projects continue to meet milestones, and variations can be applied for if required.

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Projects not being adequately scoped, costed and planned leads to project overruns in both budget and time. This can impact negatively on the reputation of the organisation with customer expectations not being met.

OPTIONS:

1. Council receive the report and adopt the recommendations for the SCCF3 applications.
2. Council receives the report and nominates changes to the recommendations for applications.
3. Council receives the report and does not adopt the recommendations and applications to SCCF3 on behalf on SVC not proceed.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Choice modelling for the viability of grants will not be utilised as part of the SCCF Round Three grant applications. Therefore all applications must include detailed evidence of community consultation to substantiate the validity of projects to local communities.

Internal consultation was undertaken in the development of the four recommended grant submissions with Councillors, Executive Leadership Team,

- Division Manager Assets Planning & Design – development of project scope and detailed budget.
- Project Manager – advice and development of project budget.
- Coordinator Community Development – community engagement.

External consultation has been undertaken on all four projects and substantiated through a number of avenues including SVC Community Strategic Plan, 2018-2021 Delivery Program, community engagement sessions and town meetings and social media and written feedback.

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS**10.9 DA2018/0165 - 21 LOT SUBDIVISION - LOT 61 DP1193663 - 40 QUANDONG AVENUE TUMUT**

REPORT AUTHOR: DEVELOPMENT ASSESSMENT PLANNER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

EXECUTIVE SUMMARY:

A development application has been lodged seeking Council consent for a 21 Lot Residential Subdivision of Lot 61 DP 1193663, 40 Quandong Avenue, Tumut.

The proposed development was publicly notified resulting in three submissions being lodged to Council. As a result of the submissions, DA2018/0165 is being referred to Council for determination.

RECOMMENDATION:

That Council:

- 1. Receive the report on Development Application DA2018/0165 – 21 Lot Residential Subdivision of Lot 61 DP 1193663, 40 Quandong Avenue, Tumut, from the Acting Director Strategy, Community and Development.**
- 2. Determine the application DA2018/0165 - 21 Lot Residential Subdivision of Lot 61 DP 1193663, 40 Quandong Avenue, Tumut, by consent, subject to the recommended conditions of consent.**
- 3. Notify each of the submission authors of Council's determination.**

BACKGROUND:

Proposed Lot 61 DP 1193663 was created as a future development lot pursuant to DA-13-14-041 determined 29/10/2013. Condition 1.3 of aforementioned consent required that a restriction as to user, pursuant to Section 88 of the Conveyancing Act, be registered over Lot 61. The restriction required that 'no further development shall occur on the burdened lot unless:

- (a) the development be approved by Council
- (b) the development is in accordance with the zone objectives of clauses 4.1 and 6.11 of the Tumut Local Environmental Plan (LEP) 2012, and
- (c) any applicable infrastructure and developer contributions have been paid'.

The terms and objectives of Clauses 4.1 and 6.11 of the Tumut LEP 2012 are as follows:

4.1 Minimum subdivision lot size

- 1) The objectives of this clause are as follows:
 - a) to ensure the protection of natural and environmental values in the locality,
 - b) to ensure the efficient use of land resources through appropriate subdivision patterns,
 - c) to prevent the fragmentation of agricultural land and ensure viable farm sizes are protected through appropriate subdivision patterns.

- 2) This clause applies to a subdivision of any land shown on the [Lot Size Map](#) that requires development consent and that is carried out after the commencement of this Plan.
- 3) The size of any lot resulting from a subdivision of land to which this clause applies is not to be less than the minimum size shown on the [Lot Size Map](#) in relation to that land
- 4) This clause does not apply in relation to the subdivision of any land:
 - a) by the registration of a strata plan or strata plan of subdivision under the [Strata Schemes Development Act 2015](#), or
 - b) by any kind of subdivision under the [Community Land Development Act 1989](#).

6.11 Essential services

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:

- a) the supply of water,
- b) the supply of electricity,
- c) the disposal and management of sewage,
- d) stormwater drainage or on-site conservation,
- e) suitable vehicular access.

As indicated on the submitted site plan and associated Statement of Environmental Effects, the proposed development will meet the objectives of Clauses 4.1 and 6.11.

REPORT:

The proposed development was publicly notified. Three submissions were received.

The proposal will include the upgrade of Simpson Street up the boundary of the subject land. It is the intention of the proponent to create a temporary cul-de-sac until further residential is carried out along Simpson Street.

To mitigate concerns raised in the submissions, a request for more information was sent to the applicant. The applicants response, and redesigned site plan, has mitigated concerns raised including extending the easement to the adjacent boundary of Lot 259 DP 757252 with the vision of services potential future subdivision of Lot 259 DP 757252, the connection to sewer infrastructure along Quandong Street will not traverse over Lot 62 DP 1193663, and the proposed lots have sufficient fire hydrant coverage. The proposed lot land area sizes are considered appropriate considering the contour of the land.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 1: Towns and Villages

Operational Actions

1.9.1 80% of all Development Applications are assessed and determined within 60 days

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate services and residential accommodation are provided to the community	<i>Nil</i>

	Positive	Negative
Environmental	Suitable residential development in accordance with any planning constraints.	Disruption during construction
Economic	Providing appropriate residential opportunities for the community and creating local economic developments.	Short term economic construction flow on effects.
Governance	Compliance with NSW Government and Council legislation and policies.	

Financial and Resources Implications

The proposed development will attract developer contributions and will result in the extension of water and sewer services.

Costs and Benefits:

The development of the unformed sections of Quandong Avenue and Simpson Street at no expense to Council.

Policy, Legal and Statutory Implications:

The proposed development will meet the objectives of Council's DCP and provide further residential development opportunities for the community

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

The risk of this proposal not being approved will remove an opportunity to provide further residential and economic growth for the township of Tumut.

OPTIONS:

Conditionally approve or refuse the proposed development.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The development was notified to adjoining premises and locally advertised.

Three submissions were received.

Submission concerns include the requirement to remove trees as a result of road development, the proposed stormwater detention basin. The submissions have been included as a separate attachment.

It is recommended that Council approve the proposed 21 lot subdivision (DA2018/0165) subject to the recommended conditions of consent:

General Subdivision

1. The development shall be in accordance with the plans, specifications and Statement of Environmental Effects bearing the Snowy Valleys Council approval stamp and any amendments marked in red or otherwise modified by conditions of consent. The plans referenced by this approval are as follows:

Sheet Description	Numbered	Dated	Revision
Quandong Ave Subdivision Proposed 21 Lot Subdivision	Sheet 1 of 1	09/09/19	3
Statement of Environmental Effects	SEE	09/09/19	B

The Development Application has been determined by the granting of consent subject to and as amended by the conditions of development consent specified below. In the event of any inconsistency between the consent documentation and the consent conditions, the conditions of this consent prevail.

REASON: It is in the public interest that work is carried out in accordance with the approved plans. Section 4.15(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

- Proposed Lots 1 – 20 are created pursuant to Clause 4.1 of Tumut Local Environmental Plan 2012 for the purpose of residential use. The street numbers allocated for each proposed lot are as follows:

REASON - To enable orderly development of the site in accordance with Tumut LEP 2012.

- No guarantee can be given that any particular proposal for a dwelling-house will be approved as Council must consider each individual proposal against the matters enumerated in Section 4.15 of the *Environmental Planning and Assessment Act 1979* before making a decision.

REASON - To allow Council to assess the development in accordance with Section 4.15 of the *Environmental Planning & Assessment Act 1979*.

- Any clearing of vegetation shall be in accordance with the Local Land Services Act 2013 and Land Management (Native Vegetation) Code 2018 and any agreement made in accordance with the Code.

REASON : It is a requirement of the above legislation that the above be in place prior to the consideration of the development by Council.

- In accordance with the provisions of Section 7.11(1)(b) of the Environmental Planning and Assessment Act, 1979 and Council's Section 94 Contributions Plan - Open Space, a cash contribution of \$36,200 (\$ 1,810 per additional lot created x 20) shall be paid to Council. If the contribution is paid after 30 June 2020 the amount of contribution will be indexed annually in accordance with Clause 3.3 of the Contributions Plan.

The contribution shall be paid to Council prior to issue of subdivision certificate or an agreement made for deferred payments in accordance with Clause 5.3 of Council's Section 94 Contributions Plan-Management.

REASON - The contribution is required for the purpose of embellishment of Local and Regional Open Space in accordance Council's Section 94 Contributions Plans - Open Space.

Subdivision Engineering

- Prior to the commencement of works erosion and sediment control measures are to be established and maintained to prevent silt and sediment escaping the site or producing erosion. This work must be carried out and maintained in accordance with Council's: Development Control Plan 2011, Erosion and Sediment Control Guidelines for Building Sites; and Soils and Construction Volume 1, Managing Urban Stormwater

NOTE: All erosion and sediment control measures must be in place prior to earthworks commencing.

REASON: To ensure the impact of the work on the environment in terms of soil erosion and sedimentation is minimised. Section 4.15(1)(b) of the *Environmental Planning and Assessment Act 1979*.

7. Reticulated water supply serving individual lots shall be contained within the lot it serves, otherwise easements shall be created over the entire service lines up to the lot boundary in accordance with the requirements of the section 306 certificate under the *Water Management Act 2000*.

REASON - To protect individual water service lines

8. A Water and Sewer Compliance Certificate under Section 307 of the Water Management Act 2000 shall be obtained from Council to show that the impact of the development upon the water and sewerage infrastructure has been fully addressed. In this regard an application under section 305 of the Water Management Act 2000 shall be made to Council. The compliance certificate shall be obtained prior to issue of subdivision certificate.

REASON - A development contribution may apply in accordance with Council's "Developer Contribution Plan - Water and Sewerage Contributions". This contribution must be paid prior to issue of Subdivision Certificate unless deferred payment is agreed to in accordance with Council's Contribution Plan.

9. All internal/independent utilities and services shall be contained within the lot they serve, otherwise mains shall be extended to the proposed lot. Mains infrastructure shall be protected by easements in Council's favour.

If mains are required to be extended as a result of this condition, an approval under the Local Government Act or Road Act for civil engineering works shall be obtained from Council. The application shall address compliance with Aus-spec and complying with the Environmental Planning and Assessment Act 1979.

Compliance certificates shall be obtained from Council to verify that the required works have been satisfactorily completed, otherwise proof shall be provided to demonstrate that the internal services for the existing dwelling within proposed lot 21 are contained within that lot.

REASON - To ensure that the infrastructure when completed meets the standard that Council will accept when it takes over the maintenance of the infrastructure.

10. Stormwater from the subdivision is to be directed (by provision of underground piping where necessary) to existing drainage systems or a defined watercourse.

The drainage system is to be capable of:

- a) preventing kerbs overtopping for a 5 year average recurrence interval (ARI) storm.
- b) preventing a 100 year ARI storm overflowing into any habitable room or building.
- c) retaining natural watercourses as trunk drainage routes where practical, otherwise providing a piped drainage system for a 20 year ARI storm.

REASON - To ensure that the drainage system complies with the Council standards for the subdivision of land.

11. The developer is responsible for the installation of street lighting in accordance with AS/NZS 1158.6 - *Lighting for Roads and Public Spaces - Part 6: Luminaires*. Documentary evidence shall be provided to Council that formal approval for same has been granted by the electricity supply authority.

REASON - To ensure that the public road network has sufficient night time lighting in line with community expectations.

12. An application shall be made to Council (and application fees paid in accordance with Council's current Fees and Charges Schedule) under section 138 of the Roads Act 1993 for the required access driveway for each proposed lot prior to construction taking place. It is recommended that pre-application discussions are held with Councils Engineering staff.

Compliance certificates shall be obtained from Council to verify that the required works have been satisfactorily completed.

REASON - To ensure that access driveways are constructed in accordance with Council DCP.

13. In accordance with Section 6.4 of the Environmental Planning and Assessment Act 1979, A Construction Certificate for civil engineering work, complying with Aus-spec shall be obtained from Council for the required work. The Construction Certificate application including detailed engineering plans shall address the following, for each proposed lot:
- Erosion and sediment control measures during and after construction
 - Excavation/fill
 - Sealed road network including kerb and gutter
 - Stormwater drainage of all roads and within each individual lot (connected to Council's existing stormwater drainage network)
 - Sewer and water main reticulation and connection (including water meters)
 - Hydrant Coverage
 - Electricity supply
 - Individual property access (unless roll top kerb is proposed)
 - Street Lighting
 - Street trees and lawn nature strips
 - Footpaths
 - Gas
 - Telephone
 - All other civil engineering construction works associated with the development of the land

The application shall be submitted to Council prior to construction of the proposed works. It is recommended that pre-application discussions are held with Councils Engineering staff.

Compliance certificates shall be obtained from Council to verify that the required works have been satisfactorily completed.

REASON - To ensure that the development is constructed to the appropriate standards.

14. To minimise the impact of the development on the public domain, the applicant shall bear the cost of relocating any public utilities required as a consequence of the development.

REASON - It is in the public interest that the impacts of development proposals are managed.

15. Any restoration, repair or de-silting necessitated by erosion on the site shall be carried out at the full cost of the developer.

REASON - To protect the public domain.

16. Any damage caused to private infrastructure as a consequence of the development shall be made good at the applicant expense.

REASON - To Protect the residents domain

RFS Conditions – Integrated Development

Asset Protection Zones

The intent and measures is to provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact to a building. To achieve this:

17. At the issue of subdivision certificate and in perpetuity proposed lots 1 to 20 shall be managed as an inner protection area (IPA) as outlined within section 4.1.3 and appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.

Water and Utilities

The intent and measures is to provide adequate services of water for the protection of buildings during and after the passage of a bush fire to a building. To achieve this, the following condition shall apply:

18. Water, electricity and gas are to comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

Access

The intent of measures for public roads is to provide safe operational access to structures and water supply for emergency services, while residents are seeking to evacuate the area. To achieve this, the following condition shall apply:

19. Public road access shall comply with section 4.1.3(1) of Planning for Bush Fire Protection 2006'

The intent of measures for property access is to provide safe access to/from the public road system for fire fighters providing property protection during a bush fire and for occupants faced with evacuation. To achieve this, the following condition shall apply:

20. Future property access roads shall comply with section 4.1.3(2) of 'Planning for Bush Fire Protection 2006'.

General Advice – Consent authority to note

This approval is for the subdivision of the land only. Any further development application for class 1, 2 & 3 buildings as identified by the 'Building Code of Australia' must be subject to separate application under section 4.1.14 of the 'Environmental Planning & Assessment Act 1979' and address the requirements of 'Planning for Bush Fire Protection 2006' (or equivalent).

Prior to Issue of Subdivision Certificate

21. A right of access shall be created over lot 21 in favour of lot 19 pursuant to Section 88B of the Conveyancing Act. Snowy Valleys Council shall be a party to the instrument and the right of way shall not be extinguished, varied or modified without the consent of Council and shall be binding upon successors in title. The applicant shall bear the full cost associated with the completion of the necessary instruments and agreements. Proof of irrevocable action towards the creation of the right of way shall be submitted prior to issue of subdivision certificate.

The right of carriageway will be a private road and will not be maintained by Council, therefore the above instrument shall also give the owners of lots 19 and 21 the shared responsibility for maintaining the road to the standard as required by section 4.1.3(2) of NSW Rural Fire Service document "Planning for Bushfire Protection 2006". The instrument shall include an agreement that addresses the sharing of maintenance costs of the private road and the determining of acceptable standards.

REASON - To ensure legal and practical access to the development.

22. A positive covenant shall be imposed on lot 21. The covenant shall require that the on-site stormwater detention facility is fully maintained so as to ensure that it serves its intended purpose of capturing stormwater from all hardstand areas in the development. The detention facility itself and all associated equipment such as pipes or pumps shall be kept clean of rubbish and debris and maintained in an efficient working condition. No modification of the facility shall occur unless with the prior written consent of Council.

The covenant shall not be released, varied or modified without the consent of Tumut Shire Council. The development proponent shall bear all costs associated with the registration of this covenant on the land title.

REASON - In order to ensure the required on-site stormwater detention facility is maintained so as to ensure it is capable of serving its purpose.

23. An application under Section 68 of the Local Government Act 1993 is required for the site's internal stormwater drainage system to be used in conjunction with each proposed new lot. The application shall include details of the proposed stormwater drainage system, in accordance with AS 3500.3:(2015) Plumbing and Drainage, Part 3: Stormwater drainage. The application shall be lodged prior to drainage work commencing and the work completed prior to the issue of a Subdivision Certificate.

REASON - To ensure that adequate stormwater drainage is provided to the development.

24. The removal of the trees within the road reserve to facilitate the proposed access is acceptable. The removal of the trees shall be at the developer's cost and all damage to Council's infrastructure shall be repaired and made good.

REASON - To protect the public domain.

25. Prior to the release of the subdivision certificate a minimum of one (1) suitable street tree shall be planted per lot frontage, within the road reserve. Selection shall be in keeping with existing street tree plantings and in accordance with Council's 70% deciduous 30% native, Tree Management Policy.

REASON - To improve the public domain.

26. Prior to release of the Subdivision Certificate, any required easements as stipulated on the proposed plans or in the section 306 certificate under the Water Management Act 2000, shall be shown on the Plan of Subdivision, and accompanied by the associated legal documentation.

REASON - To ensure orderly development and allow for future maintenance of the infrastructure.

27. A notice of arrangement from the electricity/gas supply authority shall be provided to Council prior to the issue of a Subdivision Certificate stating that -

- a) All required easements have been shown on the plan; and
- b) All required works for electrical and gas reticulation to proposed lots 1 - 20 have been carried out (or satisfactory arrangements made for them to be carried out).

REASON - To ensure that adequate provision has been made for services in accordance with the relevant LEP.

28. An application for Subdivision Certificate with the applicable fees shall be lodged to Council. The application shall include an original plan of subdivision and at least three copies together with any associated legal documentation (Council will keep a minimum of two copies of the

Plan of Subdivision, in the event the subdivision certificate is issued).

REASON - To advise that a Subdivision Certificate application will be required.

Compliance with each condition of this development consent must be demonstrated in a statement (submitted to Council) in accordance with section 6.15(1)(c) of the Environmental Planning and Assessment Act 1979 and clause 157(2)(f) of the Environmental Planning and Assessment Regulation 2000.

REASON - To satisfy the above statutory requirement.

Attachments

- 1 DA2018/0165 - Lot 61 DP 1193663 - 40 Quandong Avenue Tumut - Site Plan and Statement of Environmental Effects (under separate cover) [⇒](#)
- 2 DA2018/0165 - Lot 61 DP 1193663 - 40 Quandong Avenue Tumut - Additional Information Request and Response (under separate cover) [⇒](#)
- 3 DA2018/0165 - Lot 61 DP 1193663 - 40 Quandong Avenue Tumut - Public Submissions (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - ABORIGINAL LIAISON COMMITTEE MEETING - 21 AUGUST 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Aboriginal Liaison Committee from Acting Director Strategy, Community & Development.**
2. **Note the Minutes of the Aboriginal Liaison Committee meeting held on 21 August 2019.**

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 December 2018. The Snowy Valleys Council Aboriginal Cultural Protocols and Practices Policy was adopted on 11 December 2018.

The Aboriginal Liaison Committee meetings are held every two months.

REPORT:

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

Business Arising from June meeting minutes

NAIDOC Week activities to be held in Tumbarumba were cancelled due to the weather. A date will be set for these activities when the weather warms up.

Reconciliation Action Plan

Council endorsed forming a Reconciliation Action Plan at the July 2019 Council meeting, in consultation with relevant Aboriginal and Torres Strait Islander Committee members and Council employees. The Reconciliation Action Plan will commence with the collation of all Snowy Valleys Council relevant documents and strategies and involve identified Aboriginal Snowy Valleys Council staff. Following this, it will go to the Aboriginal Liaison Committee and then the broader community for consultation.

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:

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/WHIS/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.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Consultation is held regularly with Aboriginal communities in both Tumbarumba and Tumut regarding various activities and events.

Attachments

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

11. MINUTES OF COMMITTEE MEETINGS**11.2 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 7 AUGUST 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Audit, Risk and Improvement Committee from Acting Director Internal Services.**
2. **Note the Minutes of the Audit, Risk and Improvement Committee meeting held on 7 August 2019.**

BACKGROUND:

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

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its charter in order to facilitate decision making by the Council in relation to the discharge of its responsibilities.

In discharging its responsibilities, the Committee reviews and considers:

- the integrity of external financial reporting, including accounting policies
- the scope of work, objectivity, performance and independence of the external and internal auditors
- the establishment, effectiveness and maintenance of controls and systems to safeguard the Councils financial and physical resources

REPORT:

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

- Declarations of Interest
- Minutes from the May meeting of the Audit, Risk and Improvement Committee - the Chairperson raised that an email had been received from the former Chair of the committee thanking the committee for their very thoughtful gift and wishing the committee the best of luck for future endeavours

The Committee considered the findings of the Fraud and Corruption review and examined the report with recommendations by the Internal Auditor. The committee endorsed the recommendations and the management responses to those recommendations.

A recent internal audit review was conducted on cost allocation with the draft findings being presented to the committee. The draft report acknowledges Council has established some processes to address the findings. A final report will be presented to the committee at the next meeting.

The committee received a report on the recent selection of a new Internal Auditor to conduct internal reviews and audits on behalf of the Snowy Valleys Council for the next two years. National Audits Group were the successful provider and attended the meeting to meet committee members and to conduct a workshop on the development of the Internal Audit Plan.

A comprehensive overview was provided to the committee by the Project Management Office on the status of the projects. A summary of the risk management strategies that are currently in place for the construction projects was reviewed. The committee requested that a strong consideration be given to risk management in the recommendations for implementation of future Project Management in the organisation.

A Strategic risk register together with a list of each departments major risks were presented to the committee.

The external auditor presented the Interim Management letter for the year ended 30 June 2019. There were seven matters identified with six of those having a moderate risk rating and one with a low risk rating. These matters have already been identified by the organisation are currently being addressed with a target date for completion being the end of June 2020. Two issues were acknowledged as having had mitigation strategies already implemented.

The quarterly report from the Safety, Risk and Quality committee was tabled and outlined the items raised and actions taken in relation to Injury Management Systems, Hire of Council Plant and Equipment, Strategic Risks, Risk Management Committee Improvement program (CIP), Business Continuity Plan, Volunteer management and the Statewide Mutual Incentive scheme.

The Chairperson of the Audit, Risk and Improvement Committee presented a report on the performance of the committee for the financial year ended 30 June 2019. The Chairperson's report will be presented to Council separately.

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:

Nil

Financial and Resources Implications

The approved budget for the operation of the Committee for 2019/20 is \$47,000 and includes member remuneration and training and the engagement of the Internal Auditor.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHs/PUBLIC:

The Committee is charged with the responsibility of:

- reviewing Council's enterprise risk management framework and associated procedures for effective identification and management of council's business and financial risks.
- making a determination as to whether a sound and effective approach has been followed in managing council's major risks including those associated with individual projects, program implementation and activities.
- assessing the impact of the council's enterprise risk management framework on its control environment and insurance arrangements.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The ARIC committee members and Governance and Risk Coordinator are primary stakeholders in this meeting.

Attachments

- 1 Audit, Risk & Improvement Committee Minutes - 7 August 2019 (under separate cover) ➡

11. MINUTES OF COMMITTEE MEETINGS**11.3 MINUTES - TUMBARUMBA YOUTH COUNCIL COMMITTEE - 27 AUGUST 2019**

REPORT AUTHOR: YOUTH DEVELOPMENT OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Tumbarumba Youth Council from Acting Director Strategy, Community and Development.**
2. **Note the Minutes of the Tumbarumba Youth Council meeting held on 27 August 2019.**
3. **Note that deliberations by the Tumbarumba Youth Council with regards its future composition and structure will continue**

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 - Executive Committee Election**

All previous executive members were thanked for their hard work and dedication over the last 12 months and all executive roles were placed open for nominations.

Election votes were conducted and tallied by Mark Mazzini and Cr Wright.

Results were presented to the Youth Council.

Election Results:

- Chairperson: Clayton Tindall
- Deputy Chairperson: Amoss Jeffress
- Treasurer: Brandon Shore
- Secretary: Wyatt Metcalf-Salter
- Publicity Officer: Samuel Clarke

YC03 RESOLVED That the Tumbarumba Youth Councils election results are accepted as accurate and fair.

Clayton Tindall / Wyatt Metcalf-Salter

Agenda item 2 – Recruitment of New Members

In 2018 a decision was made by Tumbarumba Youth Council to relocate meetings to Tumbarumba High School due to dwindling numbers and inconsistent numbers. Inconsistent numbers were viewed to be related to young people in Tumbarumba having various afterschool activities including sport and Kokoda training that clashed with Youth Council.

Since moving to the High school various recruitment campaigns have been initiated including through Tumbarumba High School social media and daily news. On 28 May 2019 Youth Development Officer Mark Mazzini ran a free BBQ as a way to promote Tumbarumba Youth Council and attract new members.

Meetings with Tumbarumba Student Representative Council and Interact have also been held again with the intention to promote Tumbarumba Youth Council and attract new members.

Due to various factors at the High School impacting on meeting attendance, attendance has been low and inconsistent. Seven (7) Youth Committee meetings (formal and informal workshops) have been held this year.

Four (4) meetings have been inquorate with only three (3) meetings proceeding with the average attendance being five members.

As a result Tumbarumba Youth Council voted to move meetings back to after school at the Youth room beginning the first meeting of 2020. The most suitable day of the week is still being determined, to ensure minimal clashes with out of school activities.

In discussions with Interact, local Rotary Club youth group, it was made apparent that they are experiencing the same difficulties in recruiting and maintaining numbers. Interact reached a decision last month that, if attendance did not increase over the next few weeks, they would cease to continue Tumbarumba interact.

In considering past trends it appears that there has always been a history of the two containing a high proportion of members that sit on both committees. Resemblances in patterns of numbers peaking and declining also occur.

Youth Council and Interact both discussed the possibility for the two to combine their meetings or alternatively merge.

In order to ensure the sustainability, longevity and presence of a Youth Council in Tumbarumba there are three options that will be examined over the next 6-12 months:

1. Continuing to run a standalone Youth Council in Tumbarumba.
Recruitment drives will continue and numbers in attendance reviewed over the 6 months preceding change of location and time of meetings.
2. Explore the option of holding Youth Council in conjunction with Interact.
Favoured option if going down this path would be Interact runs as normal for 3 out of 4 weeks with every 4th week being the Youth Council meeting. This option would allow for crossover members to have fewer meetings to attend, whilst not forcing members to join either committee if they don't wish to.
3. One SVC Youth Council.
Under this option the SVC Youth Council could then utilise all its current advisory groups (Batlow interact, Tumbarumba SRC & Interact) and Khancoban Youth Group (when fully established) to provide a regional voice around issues for the SVC Youth Council to discuss. The projected view is that the current Tumut members and Tumbarumba YC members could all be invited to transfer to the SVC Youth Council. The meetings could occur in one place, utilising technology (skype etc.) to ensure members from other towns could still participate.

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 work on a competition poster in next workshop with the intention of returning to the October formal meeting before going public.

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

1.4.2 Facilitate and deliver a program of youth and cultural development opportunities

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/WHIS/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.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

No

Attachments

- 1 Minutes - Tumbarumba Youth Council 27 August 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.4 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE - 7 AUGUST 2019**

REPORT AUTHOR: YOUTH DEVELOPMENT OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Tumut Youth Council from Acting Director Strategy, Community & Development.**
- 2. Note the Minutes of the Tumut Youth Council meeting held on 7 August 2019.**

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**

Cr Cross provided the Youth Council with a Councillor update.
The Youth Council were provided updates RE: Batlow Skate Park, Tumut High School's new fence, Herbert street footpath, Local Government week and regarding Tumut Hospital plan being on public display.

Cr Cross informed she had provided an update to Council regarding Tumut Youth Council noting they wanted the opportunity to volunteer their time and services wherever suitable in relation to the Pump Track i.e. assisting in laying turf. Due to lack of insurance cover of those under 18, this will no longer proceed.

Agenda item 2 – Executive Committee Election

All previous executive members were thanked for their hard work and dedication over the last 12 months and all executive roles were placed open for nominations.

Youth Council Election votes were conducted anonymously and tallied by Mark Mazzini and Cr Cross.

Results were presented to the Youth Council.

Election Results:

- Chairperson: Jeane Van Der Merwe
- Deputy Chairperson: Lori Webb
- Treasurer: Hannah Veitch
- Secretary: Lori Webb
- Publicity Officer: Lulu Saunders

YC11 RESOLVED That the Tumut Youth Council's election results are accepted as accurate and fair.

Natalie Erbacher / Lulu Saunders

Agenda item 3 – NSW Youth Council Conference

Blacktown Youth Advisory Committee together with Blacktown City Council will host the 2019 NSW Youth Council Conference from September 13 to 15th 2019. This bi-annual conference will feature a range of engaging speakers, interactive skills-based workshops and unique social events.

Tumut Community Transport will provide transport to and from the conference with attendees staying at Novotel Sydney West HQ at 33 Railway St, Rooty Hill. Attendees will be chaperoned by two adult supervisors throughout.

Mark reiterated that participants are not permitted to make any charges to the room, any expenditures charged will be forwarded to the young person's parent to pay.

All participants have had a parent/guardian signed and returned a SVC waiver/consent form. This form provided an overview of the conference and attendee behavioural expectations.

YC12 RESOLVED That Tumut Youth Councils funds the associated cost for the trip including accommodation, travel and conference registration.

Lori Webb / Jeane Van Der Merwe

Agenda item 4 – Social media

During the Youth Week review conducted at the last formal meeting on 5 June it was identified that the level of social media promotion had a significant impact on the numbers in attendance at each event.

In result the Youth Council raised social media as an agenda item for this meeting. Currently there is a public Youth Council page that has not been utilised. This page was setup so individual closed groups for each Youth Council could be created where secure discussion between members could take place.

Whilst the SVC will publicise youth events, there is no formal social media outlet that the Youth Council controls or manages to promote its events to its networks.

Discussions held that Instagram is used by a large proportion of the youth demographic and would allow further reach when promoting. Tumut youth Council shared the view that using both Facebook and Instagram as a promotional tool would assist in reaching higher numbers of youth. The meeting discussed that, if it was granted permission to utilise SVC youth council social media accounts, only designated people such as the Chairperson or publicity officer and YDO, would post and all posts would be done in accordance with relevant SVC policies.

Agenda item 4 – Youth Council Shirts

In the February Council meeting, Tumut Youth Council's new logo was adopted. Due to the implementation of the new logo, shirts previously provided to Youth Council members are now outdated and require updating.

To ensure all SVC branded material is consistent, the shirts to be purchased will be done so in-line with SVC uniform policy.

YC13 RESOLVED That Tumut Youth Councils draws funds from reserve to cover the cost of new shirts branded with the new Tumut Youth Council logo.

Jeane Van Der Merwe / Natalie Erbacher

The Committee made the recommendation underlined in the below table:

Committee Recommendation	Staff Response	Action
That Council permits SVC Youth Council's to manage and operate the SVC Youth Council Facebook page in accordance with relevant SVC policies.	The concept of expanding activities and creative opportunities and is highly supported by the community development staff	Refer to Council for determination.
That Council permits SVC Youth Council's to create, operate and manage a SVC Youth Council Instagram account in accordance with relevant SVC policies.	The concept of expanding activities and creative opportunities 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

1.4 Expand, support and encourage arts and cultural events, activities and creative opportunities

Operational Actions

1.4.2 Facilitate and deliver a program of youth and cultural development opportunities

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:

Financial Costs	Financial Benefits	Benefits	Opportunities
List Direct Costs	Savings/Efficiencies	Community Benefits	Future projects to be funded from savings
List indirect costs		Organisational Benefits	Reputational improvements
Initial Costs	Ongoing Benefits	Other Non-financial benefits	Further enhancements

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/WHIS/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 Tumut Youth Council minutes without change.

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

Council receives the report and not adopt the minutes of the Tumut Youth Council minutes and consult with the Tumut Youth Council as to the reasons

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

No formal consultation with the community was conducted during this period of time.

Attachments

- 1 Minutes - Tumut Youth Council - August 2019 (under separate cover) ➡

11. MINUTES OF COMMITTEE MEETINGS**11.5 MINUTES - BATLOW DEVELOPMENT LEAGUE - 7 AUGUST 2019**

REPORT AUTHOR: COORDINATOR ECONOMIC DEVELOPMENT
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Batlow Development League Minutes from Acting Director Strategy, Community and Development**
- 2. Note the Minutes of the Batlow Development League meeting held on 7 August 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.

The Batlow Apple Blossom Festival committee and the Batlow Ciderfest committees are subcommittees of the BDL.

REPORT:

The Batlow Development League met on 7 August 2019. In attendance were R Sweeney, D Killeen, C Dawson, K Dawson, A Dickinson, C Agate and K Bradley.

The following items were discussed:

1. Minutes of the Batlow Development League meeting held 3 July 2019 were accepted as read
2. The treasurer's report was accepted
3. Correspondence:
 - a) Council Papers
 - b) Bendigo Bank Statement
 - c) Draft plan for Hides Park sound shell
 - d) Quote from Snowy View Services for the cleaning of the Literary Institute
4. Business Arising:
 - a) No further information about the Cannery development
5. General Business:
 - a) A thank you was extended to Snowy Valleys Council for the town walk through and discussion about town upgrades and developments.
 - b) Library: BDL approves of the plans for the new Batlow Library but would like consideration given to the roof being snow loaded and no box gutters.
 - c) Literary Institute: The remaining grant funding will be used to buy storage, shelving, work bench and to install more power points. Discussion held with SVC about addressing the leakage in the walls. It was discussed there was a need for the store rooms to be lockable. It was also noted that Eastern

Riverina Arts felt that the amount of paperwork and costs associated with hire of the Institute was too high.

- d) Recommended that: a half wall be built in the cinema store room next to the external door to enable tables to be stored safely.
- e) Pioneer Street: discussion of a safety issue as school buses have been seen double parking and dropping children off.
 - i. Recommendation that: consideration be given for school buses that are currently double parking to pick up and drop off school children.
 - ii. Batlow Road: after the walk through the BDL agree that the proposed pedestrian refuge is the best option for Batlow Road.
 - iii. Recommended that: the area past IGA on the east side of Batlow Road be designated angle parking.
 - iv. Recommendation that: the planned pedestrian refuge be augmented with solar powered warning lights advising of the pedestrian crossing ahead.
- f) Hides Park Sound Shell: BDL would like more information about the materials that will be used for the interior and exterior and if a retaining wall will be built at the back.
- g) Next meeting 4 September 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:

Nil

Financial and Resources Implications

Costs and Benefits:

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

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHs/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Batlow Development League August 2019 (under separate cover) [⇒](#)
- 2 Financial Report (August 2019) - Batlow Development League (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.6 MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE - 13 AUGUST 2019**

REPORT AUTHOR: EVENTS OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

1. That Council receive this report on the minutes of the Festival of the Falling Leaf Committee meeting held on the 13 August 2019 from the Acting Director of Strategy, Community and Development.
2. Note the minutes of the Festival of the Falling Leaf (FOFL) Committee General Meeting held on 13 August 2019.
3. That council accept Sam Phillips as Festival Co-ordinator / Chairperson and Amanda Withers as Deputy Festival Co-ordinator / Chairperson as Executive Committee members on the Festival of the Falling Leaf 2019 - 2020 Committee.

BACKGROUND:

The Festival of the Falling Leaf (FOFL) committee held their general meeting on the 13th of August at the Tumut River Brewing Company function room. This report summarises the key actions and outcomes from the minutes of this meeting.

The Events Officer works with the Committee by attending committee meetings and providing advice and support as necessary when actions and issues require Council's attention and support.

The Festival of the Falling Leaf will be held over the first weekend of May on Saturday the 2nd 2020. The committee has been successful in their application for an SVC Arts & Cultural Grant to fund entertainment at their Gala Day event.

Along with Rock the Turf and Lanterns on the Lagoon festivals, FOFL has also gained funding from FRRR to fund a part time events specialist to audit and improve the organisation and planning of the event. The skills building initiative will aim to look at ways the committee can be more sustainable into the future.

REPORT:

The AGM covered various topics including:

- Nominations for new committee positions were open and accepted at the meeting.
- At the previous meeting FOFL AGM in July, all executive committee positions were filled with exception of the Chairperson position.
- Two nominations for Chairperson of the Festival were announced at the August meeting, one from Samantha Phillips and one from new member applicant David Sheldon. Dave Sheldon has yet to submit his committee application form.
- A silent vote was held with committee members having the choice to vote for either of the two nominees.
- Sam Phillips was voted into the role of Event Coordinator/Chairperson with Amanda Withers being nominated and voted in as Deputy Chairperson.

- The Council staff representative advised that there are new procedures in place for event sponsorship through Council, including in-kind sponsorship such as work staff to carry out road closures and collect rubbish removal as examples.
- The staff member indicated to the Chairperson that this procedure will be sent to the Festival correspondence. She indicated that in-kind sponsorships above \$3,000 will take longer to process
- Committee members voted 10-0 in favour for the market stalls to be held at Bila Park
- The Tumut Lions committee declined to be involved in the Gala Day Markets being held at the 2020 Festival event.
- Wet weather alternatives for the Gala Day Markets were put forth with three possible options on main streets in Tumut.
- Starting times of the parade were decided to begin at 12 noon.
- Fundraising ideas for the Festival were put forth by members.
- The Fundraising Co-ordinator advised that \$5,000 sponsorship by First Super for sponsoring the Fireworks event has been conformed.
- Sponsorship is being sought from Snowy Hydro as a first option for the Festival Gala Day.
- Non-committee member David Sheldon suggested a business plan drawn up stating objectives of the whole community involvement, festival costings, a constitution and shopping local.
- There has been interest from various local car groups about entering the festival parade in 2020.
- The RFS will once again coordinate the Festival parade event in conjunction with the committee.
- The next committee meeting will address their budgets for area of the event.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

1.4 Expand, support and encourage arts and cultural events, activities and creative opportunities

Operational Actions

1.5.1 Facilitate, deliver and provide support to Council and Community Events and Programs

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

The committee secretary records the minutes at meetings and forwards them to Council community and cultural development staff members following the meetings.

Council's Events Officer provides support in a range of areas not limited to liaising with other Council staff and external stakeholders in preparation and organisation for the event, the special event application process including risk assessment, traffic control plans distributed to relevant stakeholders, letterbox drop and notifications about road closures to businesses and residents, the creation of promotional and parade application material and associated printing, information sharing with local networks, de brief and evaluation of events following their completion.

The Events Officer provides advice and assistance to the committee in all areas of its organisation and operation including planning, advertising and promotions, distribution of information to community groups, community engagement, general operational support at the event and post event de briefing.

Works staff are involved in the running of the events through parks preparation and road closure planning and implementation. Council provides in-kind sponsorship to events through approval of event sponsorship applications submitted to the Coordinator of Community and Cultural Development.

Costs and Benefits:

Benefits of the festival include but are not limited to: socialisation, community engagement opportunities, boost to the local economy, supporting local businesses, increasing a range of free community activities, continuing a local festival tradition, bringing community groups together and encouraging residents and committees in volunteering.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

The newly appointed committee for the Festival is seen to be enthusiastic and motivated in putting on a fine gala day market event, festival parade and fireworks events in the program for 2020. The author of this report is confident that they can deliver an improved event in line with its focus on delivering an engaging event for the community and visitors to the region.

Members of the committee have promoted early for 2020, collecting surveys from the public, sent out expressions of interest for stallholders and have secured some sponsors for main components of the festival such as the Fireworks.

Financially the committee is in a good position, Council has also just announced the recipients of the Community Strengthening Arts and Cultural Grants with the Festival being announced as one of the recipients of funding to spend on entertainment at the Gala Day event.

There is little risk of the Festival image looking unfavorable to the public. The Committee is in good shape with all executive positions being filled now including the coordinator position. The committee is discussing fresh ideas for the festival and are invigorated with new ways to engage the community and local businesses.

In addition to these minutes the committee also received good news that its part application in a grant to FRRR to receive funding to employ a part time events specialist to audit and improve their organization had been successfully awarded to them along with Rock the Turf and Lanterns on the Lagoon Festival events.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Festival of the Falling Leaf committee currently meets monthly to develop action plans for specific areas of the festival including children's entertainment, sponsorship, food and general stallholder bookings, parade coordination, gala day entertainment, fireworks arrangements and liaising with local schools regarding student participation.

Following their AGM they developed surveys on social media to the community asking for their feedback on where the Gala Day Markets were most suited. An overwhelming response came back from people who commented that Bila Park was the best site for this event following the parade.

The Events Officer assists with engaging the community in areas including market stalls, parade entries, promotion and areas they should focus on in running successful events in the region.

Attachments

- 1 Minutes - Festival of Falling Leaf August 2019 (under separate cover) [⇒](#)
- 2 Financial Statement - Festival of Falling Leaf - 12 August 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.7 MINUTES - KHANCOBAN UNITED VOLUNTEERS ASSOCIATION COMMITTEE - 4 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Khancoban United Volunteers Association Committee from Acting Director Internal Services**
- 2. Note the Minutes of the Khancoban United Volunteers Association Committee meeting held on 4 September 2019**

BACKGROUND:

The Khancoban United Volunteers Association (KUVA) operates as a sub-committee of the Khancoban Community Committee, which is a Section 355 committee of Council.

KUVA is an active volunteer run Committee who undertake the management of the Khancoban Community Transaction Centre which provides computer and internet access for residents under the Broadband for Seniors Program, photocopying and printing services, and provides access to the Australian Taxation Office agency services.

KUVA also raise funds through events and activities to support community initiatives for the Khancoban community.

REPORT:

At the September 2019 meeting of the KUVA committee discussions were held on the following:

- Business from the previous minutes
 - Treasurer's books and reports have been sent to Council for processing of the end of financial year.
 - KUVA has donated \$500 to the Khancoban Preschool to purchase educational toys
- Correspondence received:
 - A letter received from Simon McGinn inviting the KUVA committee to participate in the 2019 Khancoban Coming Alive Festival.
- Correspondence sent out:
 - The use of pallets donated to the Khancoban OP-Shop to be sold as kindling
- Treasurers report
 - All bank accounts have now been moved under the KUVA umbrella
 - Monthly treasurers report was tabled showing a closing balance of \$32,328.04
- Agenda items raised for discussion:

- A presentation was made to the committee about the “Coming Alive Festival”, to be held on the 5 October 2019. This festival will be held on the old National Parks site and combine with the Upper Murray Challenge event. The festival will run from 10am to 4pm and be supported by markets, music, entertainment, arts and craft. Friday and Saturday night entertainment to be held at the Khancoban Alpine Inn.

A discussion was held relating to a proposal that the “Coming Alive Festival” becomes a sub-committee of the current KUVA committee. **There was no recommendation made on this matter.**

- The committee was informed of current grants available through the Murrumbidgee Community Grants scheme.
 - The committee discussed sending a letter to Council regarding an application to paint another mural on the wall opposite the current mural.
 - The committee had received information from Council regarding action on the Khancoban Shopping precinct beautification project
- General business topics of discussion
 - Information provided that Justin Clancy will be at Trev’s place in Khancoban on the 10 September 2019 from 10.30am to 11.30am
 - The committee noted that the craft days held have been very successful
 - After some discussion the committee decided to write to council seeking the removal of the new garden works at the Khancoban cemetery. Concerns were also raised that the fencing was inadequate.
 - The committee noted that they would like the Khancoban General Store sign removed.

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:

Community meeting groups assist in the social sustainability of our towns and provides a forum for residents to connect, contribute and share information.

Financial and Resources Implications

Councillors and staff prepare for and attend meetings.

Costs and Benefits:

Travel costs for Councillor and staff to attend and participate in KUVA meetings.

Attachments

- 1 Minutes - KUVA - 4 September 2019 (under separate cover) ➡

11. MINUTES OF COMMITTEE MEETINGS**11.8 MINUTES - ROCK THE TURF GENERAL MEETING - 8 AUGUST 2019**

REPORT AUTHOR: EVENTS OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

1. That Council receive this report on the minutes of the Rock the Turf AGM held on the 8 of August 2019 from the Acting Director of Strategy, Community and Development.
1. Note the minutes of the Rock the Turf AGM held on the 8 of August 2019.
2. That Council accept the applications of Gavin Clarke, Karen Clarke, David Toppin, Mia Toppin, John Whitley, Louise Whitley, Matthew Wysman, Robert Cox, Vicki Bush, Rebecca Denson, Ian Flegg, Jacki Flegg and Clayton Denson as members of the Rock the Turf 2020 Committee.

BACKGROUND:

Rock the Turf Committee became a section 355 committee of Council at the end of 2018. The event in 2019 sold over 1,500 ticket sales with most of these being pre sales to the event. Data collected by the ticketing company recorded a growing uptake of audiences from outside the Tumut region including Wagga Wagga and Canberra.

Rock the Turf is reliant on sponsorship, bar, ticket and merchandise sales to fund its event each year. This is a licensed event and as such the organisers liaise with the licensing police to secure approval with their application. The Committee increased its expenditure on performers for the 2019 event.

The Events Officer was on leave during the AGM, in his place the Coordinator of Community and Cultural Development attended the meeting as a staff representative.

REPORT:

The August 8th Rock the Turf AGM covered various topics including:

- New Committee applications
- A number of applications were received for membership of the 2020 Rock the Turf Committee including: Gavin Clarke, Karen Clarke, David Toppin, Mia Toppin, John Whitley, Louise Whitley, Matthew Wysman, Robert Cox, Vicki Bush, Rebecca Denson, Ian Flegg, Jacki Flegg and Clayton Denson.
- These applications were noted in the minutes and made as recommendations to Council to accept.
- The financial audit for the previous financial year was delivered by their treasurer.
- The reasoning for the loss of \$8,000 was explained due to the approach that the committee took in 2019 to spend more money on entertainment than previous years in order to increase ticket sales.
- The Committee have organised each of their roles accordingly and have listed their members in their minutes.
- Online ticket sales had increased in 2019.

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

Theme 1: Towns and Villages

Delivery Outcomes

1.5 Support and promote community and tourism events and festivals

Operational Actions

1.2.7 Facilitate and deliver a program of youth events and activities

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Council provides sponsorship to this event in in-kind support through provision of a traffic controller on the day of the event, a traffic control plan developed by manager of Roads Maintenance and events officer support in the application and event assistance where necessary. Council also provides support in the provision of VMS boards leading up to the event.

Council's Events Officer provides support through liaising with works and other relevant staff regarding any road closures and other services such as rubbish and recycling removal, assistance in development of the event application and equipment loans from the Community and Cultural Development team's inventory and collecting visitor data through surveys during the festival event.

The implications of Council's contribution includes time and resources of works crew and other relevant Council staff in performing relevant checks on amusement rides, devices and food stalls throughout the event.

Costs and Benefits:

Costs include the above mentioned resource implications and sponsorship commitments. No monetary sponsorship by Council was awarded to Rock the Turf in 2019.

Benefits of the festival include but are not limited to: socialisation, community engagement opportunities, boost to the local economy, supporting local businesses, increasing a range of destination events in the region, continuing a festival tradition, bringing community groups together and encouraging residents and committees in volunteering.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

No financial risk to Council is seen. The committee has indicated that it will reduce its expenditure on entertainers to be more in line with records of ticket sales for the past year.

The committee will benefit from awarded funding from FRRR to improve its planning and organisation.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Rock the Turf committee meets to develop action plans for specific areas of the festival including children's and musical entertainment, sponsorship, food and general stallholder bookings. The group engages and manages local volunteer groups to assist on the day with general tasks.

With assistance from Council's Events Officer they undertook surveys at their event in 2019 to determine the satisfaction of the audience. They also took on comments from individuals to inform their event in 2020.

Attachments

- 1 AGM Minutes - Rock the Turf - 8 August 2019 (under separate cover) [!\[\]\(cdf2842d82858164c68c92720a337fb9_img.jpg\)](#)
- 2 Profit & Loss - Rock the Turf Committee (under separate cover) [!\[\]\(3973dad7f2f3eafb2c144deb79d5c822_img.jpg\)](#)

11. MINUTES OF COMMITTEE MEETINGS**11.9 MINUTES - SOFTWOODS WORKING GROUP MEETING - 24 MAY 2019**

REPORT AUTHOR: COORDINATOR ECONOMIC DEVELOPMENT
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Softwoods Working Group May 2019 meeting from the Acting Director, Strategy Community and Development.**
2. **Note the Minutes of the Softwoods Working Group meeting held on 24 May 2019.**

BACKGROUND:

The Softwoods Working Group (SWG) was formed in 1987 and membership consists of representatives from Local Government, Regional Development Boards, Forests NSW and all the major plantation growing and processing industries in the south west slopes region of NSW. Snowy Valleys Council participates in each meeting and often hosts the meetings in Tumut or Tumbarumba.

REPORT:

The Softwoods Working Group met in Tumut on 24 May 2019. The meeting was very well attended. The following items were discussed:

- 1) Safety: there was a truck rollover in Bombala and access to active timber operation is for review.
- 2) Correspondence and Media: An extensive list of incoming correspondence and federal and state politicians visiting.
 - a) One of the focuses was Hub funding.
 - b) It was noted that Snowy Valleys Council publicly shared statistics about the industry differ from what the SWG believes the impact is. SVC staff and councillors will follow this up.
 - c) Council engineers were thanked for their contribution to the Growing Local Economies grant application.
- 3) Federal Election Implications: It was agreed that the 'future' lies with state government and there was deemed to be issues with the Coalition view on carbon and water rules.
- 4) Road Issues:
 - a) Growing Local Economies: meetings have continued and Diana Gibbs met with the evaluation team and it was requested the roads project be resubmitted. Work was undertaken and analysis presented. It is progressing positively and there is a sense of optimism.
 - b) MR 331: While its importance was recognised it was determined that it was of benefit to the overall roads project and needs to be dealt with separately through other means.

5) Project updates:

- a) Regional Hubs Submission: to be discussed in Canberra. It is hoped the SWG is in a good position to be considered. Attempts will be made to set up a meeting with Deputy PM Michael McCormack
- b) Economic Advisor Report (Diana Gibbs): discussion of the *Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) report and the Australian Forest Products Association (AFPA) report*. They contain 2 different approaches. It was the opinion of the advisor that the AFPA approach is in sync with SWG, not the ABARES report.
- c) Forest Works Presentation: Tim Cleary (the Executive Officer of the NSW Forestry & Furnishing ITAB) discussed Forestworks (the Industry Skills Council for the forest, wood, paper and timber products industry). Comment was also taken from Scott Glyde from TAFE NSW about what is happening with TAFE and that discussions and consultations are occurring across the industry to understand what the requirements are. It appears there is greater demand for short courses rather than full qualifications
- d) Peter Crowe advised on the role of the Forest Industry Council vs SWG and that when skills are required and which are long and short term needs should be evaluated, as well as the form of training required.

6) Regional Workforce Briefing (Dean Hawkins re Queanbeyan meeting): it covered 3 groups – softwoods, Snowy and Local Government. There was a robust discussion about the need to look at the whole industry and needs regarding employment, as well as a sustainable approach to promotional activities and skills training. Overall it was deemed to be a positive day with good ideas being shared.

- a) Peter Crowe advised that skills centre and training bases need quantification to justify further funding. Marg O'Dwyer discussed a program run through Planning NSW and Rachel Whiting referred to the RDA Riverina Grow Your own program and the potential it has for the forest industry

- b) Scott Glyde discussed a prevocational program to be piloted in Tumut.

7) Industry Status Updates: Visy, Hyne, NSW, AKD, FCNSW Hume Forests, Agriwealth and PF Olsen all provided updates.8) Local Government:

- a) Cootamundra-Gundagai Council discussed Nanagroe stabilisation work and Adjungbilly Hill.
- b) Greater Hume Shire Council advised that Copabella Road is stable (just) while the weather is good.
- c) Snowy Valleys Council discussed upcoming strategic land studies and that SWG will be included in the consultations and information about future climate change adaptation planning will also be worked through. An invite was extended to attend the Refugee Forum.

9) Other Reports: Of note

- a) DPC: restructure after the State election. 10 divisions reduced to 8 with DPC now part of the Department of Planning, Industry and Environment.
- b) RDA Murray: a new chair will be appointed soon and a carbon farming initiative is being explored.
- c) RDA Riverina: New chair is Richard Allsop and workforce development is a priority.

10) General Business: Nothing further to report on land leasing. A thank you was extended to Malcolm Alexander who is retiring. His contribution to SWG and the industry was acknowledged.

11) Next meeting: 23 August 2019 in Holbrook.

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

2.5.2 Work with local business leaders, regional agencies, chambers of commerce and education providers to analyse local skills gaps, knowledge and talent retention challenges and a set of agreed actions to collectively address it.*

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring social factors are considered within softwoods industry development.	Nil through these minutes.
Environmental	Ensuring environmental impacts are considered in softwoods industry development.	Nil through these minutes.
Economic	Supporting improved regional capability and economic outputs.	Nil
Governance	Supporting clear decision making between industry and government participants.	Nil

Financial and Resources Implications

The recommendation regarding portraying our economic outputs differently will require some effort from the ED team, but this should largely be covered through the use of the new .id platform. SVC staff will look to ensure that industries are still portrayed in a balanced manner.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The meeting itself was part of the external consultation that occurs frequently to support softwoods industry development.

Internal consultation has included discussions around recommendations on how SVC portrays this industry as a proportion of our local economy.

Attachments

- 1 Minutes - Softwood Working Group - 24 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 LIONS CLUB OF TUMUT STRONGER COMMUNITIES GRANT APPLICATION

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 KHANCOBAN STORE DISPOSAL

Item 12.2 is confidential under the Local Government Act 1993 Section 10A 2 (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

12.3 RFT 2019/05 TUMBARUMBA TO ROSEWOOD RAIL TRAIL - TIMBER BRIDGE REFURBISHMENT DESIGN

Item 12.3 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.

12.4 RFT 2019/07 DESIGN, CONSTRUCTION AND INSTALLATION OF MULTIPLE PRE-FABRICATED BUILDINGS

Item 12.4 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.

12.5 RFT 2019/08 DISPOSAL OF SALVAGED SCRAP STEEL - TUMBARUMBA AND ROSEWOOD

Item 12.5 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.

12.6 GENERAL MANAGERS 2018/19 ANNUAL PERFORMANCE REVIEW REPORT

Item 12.6 is confidential under the Local Government Act 1993 Section 10A 2 (a) as it relates to personnel matters concerning particular individuals (other than councillors) and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.