



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
24 OCTOBER 2019**

THE MEETING WILL BE HELD AT 2.00PM
IN THE TUMUT ROOM 76 CAPPER STREET TUMUT

Disclosure of Pecuniary Interests at meetings (extract from the Code of Conduct – Section 4)

4.28 Councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

(a) at any time during which the matter is being considered or discussed by the council or committee, or

(b) at any time during which the council or committee is voting on any question in relation to the matter.

4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

4.31 Disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

Disclosure of Political Donations and Gifts

The *Environmental Planning and Assessment Act 1979* places obligations on Councillors, staff, applicants and any person who makes a public submission, to disclose information relating to political donations and gifts during the environmental plan making or development assessment process.

The fact that political donations or gifts have been made by applicants / proponents of a planning application should not affect whether an application is approved or refused. Political donations or gifts should not be relevant in making a determination. The matter should be determined on its merits. Nor do they provide grounds for challenging the determination of any applications.

For further information, visit www.planning.nsw.gov.au/donations

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 24 October 2019
Snowy Valleys Council Chambers
76 Capper Street, Tumut
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

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.

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5. CONFIRMATION OF MINUTES**5.1 Ordinary Meeting - 19 September 2019****Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 19 September 2019 be received and confirmed as an accurate record

5.2 Extraordinary Meeting - 24 September 2019**Recommendation:**

That the Minutes of the Extraordinary Council Meeting held on 24 September 2019 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE COUNCIL CHAMBER
BRIDGE STREET, TUMBARUMBA , ON THURSDAY 19 SEPTEMBER 2019
COMMENCING AT 2:00 pm**

PRESENT: Mayor James Hayes (Chair), Councillor Andrianna Benjamin, Councillor Julia Ham, Councillor Margaret Isselmann, Councillor John Larter, Councillor Geoff Pritchard, 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

Leave of Absence for the meeting was previously granted to Cr Cate Cross.

3. DECLARATIONS OF INTEREST

Nil

4. PUBLIC FORUM

Doug Gee – Save Tumbarumba Shire Inc. Secretary addressed Council in regard to Report 9.1 Election of Mayor and Deputy Mayor.

5. CONFIRMATION OF MINUTES

M246/19 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 15 August 2019 be received.

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

Nil

6. CORRESPONDENCE/PETITIONS

Nil

As the first order of business, the Returning Officer General Manager Matthew Hyde called for nominations for the position of Mayor and Deputy Mayor for September 2019 to September 2020 by ordinary ballot.

M247/19 RESOLVED that the method of voting for the position of Mayor and Deputy Mayor be by ordinary ballot.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

9.1 ELECTION OF MAYOR AND DEPUTY MAYOR

M248/19 RESOLVED:
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. Determines the method of voting is by ordinary ballot in the event of there being more than one candidate for office that Council.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

The General Manager advised that he received 1 (one) nomination for the position of Mayor from Councillor James Hayes.

Cr James Hayes was declared Mayor and resumed as Chair.

The Mayor advised that he had received 2 (two) nominations for the position of Deputy Mayor from Councillor John Larter and Councillor Julia Ham.

Ballot

1. Cr John Larter 5
2. Cr Julia Ham 3

Councillor John Larter was declared Deputy Mayor.

M249/19 RESOLVED that ballots from the Mayoral and Deputy Mayor election be destroyed.

Cr Margaret Isselmann/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

7. NOTICE OF MOTION/NOTICE OF RESCISSION

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

M250/19 RESOLVED:
THAT COUNCIL:

1. Note the advice received from NSW Crown Lands regarding the land identified as Crown Lands Reserve 83853 (Lot 7314 DP115552), 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, and
4. Should the Rural Fire Service and Forestry Corporation still be interested in pursuing the NSW Crown Lands Reserve 83853 (Lot 7314 DP 115552), 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.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

8. MAYORAL MINUTE**8.1 MOVE 17TH OCTOBER COUNCIL MEETING TO 24TH OCTOBER 2019.****M251/19 RESOLVED:**

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

Cr James Hayes/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

8.2 COUNCILLOR REQUEST TO ATTEND THE LGNSW 'LIFE AFTER AMALGAMATION FORUM' 16 - 17 SEPTEMBER 2019**M252/19 RESOLVED:**

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

Cr James Hayes/Cr John Larter

CARRIED UNANIMOUSLY

M253/19 RESOLVED that report 9.6 Audit, Risk and Improvement Committee Chair Report be moved forward for consideration.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

9.6 AUDIT, RISK AND IMPROVEMENT COMMITTEE CHAIR REPORT**M254/19 RESOLVED:**

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

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY

8.3 LATE REPORT – NSW REGIONAL COMMUNITIES DEVELOPMENT FUND – ROUND 2

M255/19 RESOLVED:

THAT COUNCIL:

1. Lodge an application under the NSW Regional Communities Development Fund – Round 2 for \$1 million for the Talbingo Dam Boat Ramp Area Improvement project to be delivered in partnership with Snowy Hydro;
2. Acknowledges and confirms that if successful Snowy Valleys Council is not required to financially contribute to the project
3. Acknowledges and confirms that if successful, the infrastructure assets resulting from the project will be owned and maintained by Snowy Hydro
4. Ensures that appropriate project management governance including scope definition and cost planning be applied to the project should the funding application be successful.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

M256/19 RESOLVED that at this stage the time being 2:48 pm Council took a brief recess for interviews with the media by Mayor James Hayes and Deputy Mayor John Larter and will resume at 3:00 pm.

Cr Andrianna Benjamin/Cr Cor Smit

CARRIED UNANIMOUSLY

The Meeting resumed at 3:00 pm

9. GOVERNANCE AND FINANCIAL REPORTS

9.2 DISBANDING OF MOUNTAIN LANDCARE COMMITTEE

M257/19 RESOLVED:

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.

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

9.3 DISBANDING OF KHANCOBAN LANDCARE COMMITTEE

M258/19 RESOLVED:
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 United Volunteers Association.

Cr Julia Ham/Cr Cor Smit

CARRIED UNANIMOUSLY

9.4 DISBANDING S355 KHANCOBAN ARTISAN GALLERY AND WORKSHOP COMMITTEE - SEPTEMBER 2019

M259/19 RESOLVED:
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 United Volunteers Association

5. Acknowledge the contribution to the Khancoban community by this volunteer committee during their operation.

Cr Cor Smit/Cr Julia Ham

CARRIED UNANIMOUSLY

9.5 COMMITTEES AND NOMINATION OF DELEGATES FOR 2019/2020

M260/19 RESOLVED:
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 including the following amendments:
 - Audit, Risk and Improvement Committee - Cr Cate Cross be nominated as a Councillor Delegate
 - Disability Inclusion Access Reference Group Committee (DIARG) – Cr Cate Cross be nominated as the Councillor Delegate and Cr Julia Ham as the Alternate Delegate
 - Economic Development Committee, Planning Reform Committee (Cr Bruce Wright) and Snowy Valleys Tourism Committee (Cr Cor Smit) – expressions of interest were obtained however it was decided that nominations for Councillor Delegates would be sought once the terms of reference are developed for the Committees.
3. Advise each committee of their Council delegate for the 2019/20 period.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

M261/19 RESOLVED that Council move into Committee of the Whole for discussion.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

M262/19 RESOLVED that Council move out of Committee of the Whole.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

9.7 STATEMENT OF INVESTMENTS - AUGUST 2019

M263/19 RESOLVED:
THAT COUNCIL:

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

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10. MANAGEMENT REPORTS**10.1 ADELONG SWING BRIDGE**

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 General Infrastructure Funds for the structural upgrade of the Adelong Creek Swing Bridge.

Cr Cor Smit/Cr Margaret Isselmann

M264/19 RESOLVED that Council move into committee of the whole for discussion.

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

M265/19 RESOLVED that Council move out of committee of the whole.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

AMENDMENT PUT AND CARRIED

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

M266/19 RESOLVED

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. Conduct further investigations with consultation with the Adelong Community as to the future of the Adelong Creek Swinging Bridge
4. Receive a further report on the outcomes of the investigations and consultation.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

10.2 COMMUNITY POOLS - OPERATIONAL UPDATE

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

Cr Julia Ham/Cr Margaret Isselmann

M267/19 RESOLVED that Council move into committee of the whole for discussion.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

M268/19 RESOLVED that Council move out of committee of the whole.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

AMENDMENT PUT

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
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

Cr John Larter/Cr Geoff Pritchard

M269/19 RESOLVED that Council move into committee of the whole for discussion.

Cr Margaret Isselmann /Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

M270/19 RESOLVED that Council move out of committee of the whole.

Cr Geoff Pritchard/Cr John Larter

CARRIED UNANIMOUSLY

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

M271/19 RESOLVED
THAT COUNCIL;

1. Note the report and the current operational status quo remain in place.
2. Approve the installation of automated movements counters at all of the pools to enable improved monitoring of usage
3. 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
4. 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

Cr John Larter/Cr Geoff Pritchard

Division

For

Cr Benjamin
Cr Hayes
Cr Isselmann
Cr Larter
Cr Pritchard
Cr Smit
Cr Wright

Against

Cr Ham

7/1

A/Director Phil Stone left the meeting at 4:24 pm

A/Director Phil Stone re-joined the meeting at 4:25 pm

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

M272/19 RESOLVED:
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).

3. The General Manager be delegated to negotiate the establishment of signs or other recognition for the origin of the rail being the Tumbarumba to Rosewood Rail Trail and Snowy Valleys Council.

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

M273/19 RESOLVED that Council move into committee of the whole for discussion.

Cr M Isselmann/Cr B Wright

CARRIED UNANIMOUSLY

M274/19 RESOLVED that Council move out committee of the whole.

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

10.4 DRAFT ROADSIDE VEGETATION MANAGEMENT PLAN AND POLICY - FOR PUBLIC EXHIBITION

M275/19 RESOLVED:
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

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

10.5 DRAFT FOOTPATH, KERB AND ROAD VERGE MANAGEMENT POLICY - FOR PUBLIC EXHIBITION

M276/19 RESOLVED:
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.

Cr Margaret Isselmann/Cr Cor smit

CARRIED UNANIMOUSLY

10.6 DRAFT SNOWY VALLEYS BANNER POLICY - FOR PUBLIC EXHIBITION**M277/19 RESOLVED:**
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.

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY**10.7 CLIMATE CHANGE RISK ASSESSMENT AND GRANT OPPORTUNITIES****M278/19 RESOLVED:**
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).

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY**10.8 STRONGER COUNTRY COMMUNITIES FUND - ROUND THREE APPLICATIONS****M279/19 RESOLVED:**
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)

Cr Julia Ham/Cr Cor Smit

CARRIED UNANIMOUSLY

10.9 DA2018/0165 - 21 LOT SUBDIVISION - LOT 61 DP1193663 - 40 QUANDONG AVENUE TUMUT

M280/19 RESOLVED:

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 listed below.
3. Notify each of the submission authors of Council's determination.

Cr Bruce Wright/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

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.

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

6. 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 Council's 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

17. To ensure that lots 2, 3, 6 & 7 have sufficient hydrant coverage for the purposes of future habitable buildings, a restriction as to user shall be created over each of the two battle-axe handles with access from Simpson Street. The restriction as to user shall protect an unobstructed access width of 6 metres x 40m long (dimensions as indicated on the approved subdivision plan). The restriction shall prevent the construction of any item that will inhibit the unobstructed vehicle access area.

Snowy Valleys Council shall be a party to the instrument and the restriction as to user 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 all necessary instruments and agreements.

REASON - To ensure the development has appropriate fire protection.

18. Internal access driveways (i.e. battle axe handle) for proposed lots 2, 3, 6, 7, 17, 18 & 19 shall be paved with concrete, paving blocks or bitumen sealed. The access driveway shall also be adequately drained.

In this regard a Construction Certificate shall be obtained for the construction of the battle axe handle.

Compliance certificates shall be obtained from an accredited certifier to verify that the required works have been satisfactorily completed. The certificates are to be provided with your application for subdivision certificate

REASON - To ensure that adequate provision is made for access to the property.

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:

19. 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:

20. 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:

21. 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:

22. 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

23. 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.

24. 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 Snowy Valleys 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.

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.

30. 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.

Cr Cor Smit left the meeting, the time being 04:48 PM.

Cr Cor Smit returned to the meeting, at 04:50 PM.

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - ABORIGINAL LIAISON COMMITTEE MEETING - 21 AUGUST 2019****M281/19 RESOLVED:
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.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY**11.2 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 7 AUGUST 2019****M282/19 RESOLVED:
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.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY**11.3 MINUTES - TUMBARUMBA YOUTH COUNCIL COMMITTEE - 27 AUGUST 2019****M283/19 RESOLVED:
THAT COUNCIL:**

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

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

11.4 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE - 7 AUGUST 2019**M284/19 RESOLVED:**
THAT COUNCIL:

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

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY**11.5 MINUTES - BATLOW DEVELOPMENT LEAGUE - 7 AUGUST 2019****M285/19 RESOLVED:**
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

Cr Cor Smit/Cr John Larter

CARRIED UNANIMOUSLY**11.6 MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE - 13 AUGUST 2019****M286/19 RESOLVED:**
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 and that Council thank these two Committee Members and the Committee for taking on these important roles.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

11.7 MINUTES - KHANCOBAN UNITED VOLUNTEERS ASSOCIATION COMMITTEE - 4 SEPTEMBER 2019**M287/19 RESOLVED:**
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

Cr Cor Smit/Cr Julia Ham

CARRIED UNANIMOUSLY**11.8 MINUTES - ROCK THE TURF GENERAL MEETING - 8 AUGUST 2019****M288/19 RESOLVED:**
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.
2. Note the minutes of the Rock the Turf AGM held on the 8 of August 2019.
3. 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 and that Council thanks the members of the Committee for their dedication to the roles.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY**11.9 MINUTES - SOFTWOODS WORKING GROUP MEETING - 24 MAY 2019****M289/19 RESOLVED:**
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.

Cr Bruce Wright/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

12. CONFIDENTIAL**M290/19 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 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.

12.7 TUMBARUMBA CARAVAN PARK - CABIN INFRASTRUCTURE

Item 12.7 is confidential under the Local Government Act 1993 Section 10A 2 (d)ii as it relates to information that would, if disclosed, confer a commercial advantage on a competitor of the council and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Cr John Larter/Cr Geoff Pritchard

CARRIED UNANIMOUSLY

At this stage, the time being 5:02 pm Council went into Confidential

12.1 LIONS CLUB OF TUMUT STRONGER COMMUNITIES GRANT APPLICATION

M291/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Lions Club of Tumut Stronger Communities Grant application from Acting Director Strategy, Community and Development.
2. Note the decisions of the Grant Assessment panel meeting held 5 July 2019.
3. Adopt the following recommendation from the Grant Assessment panel:
 - a) That Council endorse the funding of \$6,000 for the Lions Club of Tumut Community Strengthening Grant Project.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

12.2 KHANCOBAN STORE DISPOSAL

M292/19 RESOLVED:
THAT COUNCIL:

1. Receive this report on the proposed sale of the Khancoban General Store
2. Approve the sale of the Khancoban General Store identified as Lot 1 in

DP841379 for the predominant use as a supermarket.

3. Delegate authority to the General Manager to assess and determine successful expression of interest bids for the sale of the assets, land and parcels identified as Lot 1 in DP841379.
4. Authorise the General Manager and Mayor to negotiate the sale price of the land parcels within 20% of the original purchase price, with parties meeting own costs.
5. Authorise the remainder of the NCIF1 funding for this project to be expended on building and surrounds improvement works as agreed with the successful purchaser, after transfer of the land and building has been completed.
6. Delegate authority to the General Manager and Mayor to execute all sale documents and affix the Council seal to documentation required to complete the sale the assets and land parcels identified as Lot 1 in DP841379.

Cr Cor Smit/Cr Bruce Wright

CARRIED UNANIMOUSLY

12.3 RFT 2019/05 TUMBARUMBA TO ROSEWOOD RAIL TRAIL - TIMBER BRIDGE REFURBISHMENT DESIGN

M293/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the outcomes of the tender process for the rehabilitation of four timber bridge structures on a design and construct basis.
2. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of Timber Restoration Systems for the refurbishment of four timber bridge structures (Bridges 5, 9, 12 & 15) on a design and construct basis for the lump sum amount \$1,319,859.37 excluding GST.
3. Advise the unsuccessful tenderers in writing.
4. Authorise the General Manager to enter into a contract with Timber Restoration Systems for the refurbishment of four timber bridge structures (Bridges 5, 9, 12 & 15) on a design and construct basis for the lump sum amount of \$1,319,859.37 excluding GST.

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

12.4 RFT 2019/07 DESIGN, CONSTRUCTION AND INSTALLATION OF MULTIPLE PRE-FABRICATED BUILDINGS

M294/19 RESOLVED: THAT COUNCIL:

1. Receive the report on the outcomes of tender process for the design, construction and installation of pre-fabricated buildings for the Tumbarumba Caravan Park Residence / Office, Tumbarumba Showground Amenities, Batlow Caravan Park (Office, Amenities, Camp Kitchen), Adelong Caravan Park Amenities and Tumut Swimming Pool Amenities.
2. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of Uniplan Group for the design, construction and installation of pre-fabricated buildings for:
 - a. Tumbarumba Caravan Park Residence/Office
 - b. Tumbarumba Showground Amenities
 - c. Batlow Caravan Park (Office, Amenities, Camp Kitchen)
 - d. Adelong Caravan Park Amenities for the lump sum amount of \$1,249,036 excluding GST
3. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of ATCO Structures & Logistics Pty. Ltd. for the design, construction and installation of pre-fabricated buildings for:
 - a. Tumut Swimming Pool Amenities for the lump sum amount of \$795,323.26 excluding GST
4. Advise the unsuccessful tenderers in writing
5. Authorise the General Manager to enter into contracts with:
 - a. Uniplan Group for the design, construction and installation of pre-fabricated buildings for:
 - i. Tumbarumba Caravan Park Residence/Office
 - ii. Tumbarumba Showground Amenities
 - iii. Batlow Caravan Park (Office, Amenities, Camp Kitchen)
 - iv. Adelong Caravan Park Amenities
 - b. ATCO Structures & Logistics Pty Ltd for the design, construction and installation of pre-fabricated buildings for:

i. Tumut Swimming Pool Amenities.

Cr Bruce Wright/Cr Cor Smit

CARRIED UNANIMOUSLY

12.5 RFT 2019/08 DISPOSAL OF SALVAGED SCRAP STEEL - TUMBARUMBA AND ROSEWOOD

M295/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the outcomes of the RFT 2019/08 tender process for the disposal of salvaged scrap steel – Tumbarumba and Rosewood from Acting Director Assets and Infrastructure
2. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of Brennan’s Earthmoving Pty Ltd for the Disposal of salvaged scrap steel – Tumbarumba and Rosewood at the tendered rates
3. Advise the unsuccessful tenderers in writing
4. Authorise the General Manager to enter into a contract with Brennan’s Earthmoving Pty Ltd for the Disposal of salvaged scrap steel – Tumbarumba and Rosewood

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

12.7 LATE REPORT - TUMBARUMBA CARAVAN PARK - CABIN INFRASTRUCTURE

M296/19 RESOLVED:
THAT COUNCIL:

1. Receives the report on Tumbarumba Caravan Park from Acting Director Strategy Community and Development
2. Enters into a loan agreement to borrow up to \$500,000 to provide sufficient ‘fit for purpose’ cabin infrastructure and contingency expenses for the Tumbarumba Caravan Park, to be paid back from Tumbarumba Caravan Park profits for up to 6 years. Ensuring compliance with all relevant procurement and governance requirements.
3. Endorse the extension of interim management arrangements at the Tumbarumba Caravan Park until a new lease has been entered into for the future management of the Tumbarumba Caravan Park.

Cr Julia Ham/Cr Andrianna Benjamin

Division

For

Cr Benjamin
Cr Ham
Cr Hayes
Cr Larter
Cr Pritchard
Cr Smit
Cr Wright

Against

Cr Isselmann

7/1

12.6 GENERAL MANAGERS 2018/19 ANNUAL PERFORMANCE REVIEW REPORT

**M297/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the General Managers Annual Performance Review,
2. That the 2018/19 General Manager Performance Review be endorsed.
3. That the 2019/20 General Manager Performance Plan be developed reflecting the new Organisational Structure, the 19/20 Organisational Structure, the 19/20 Operational Plan and the specific items listed by the General Manager Review Committee.

Cr Bruce Wright/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

There being no further business to discuss, the meeting closed at 6:31 pm

THE MINUTES OF THE COUNCIL MEETING HELD IN THE TUMUT ROOM 76 CAPPER STREET TUMUT, ON TUESDAY 24 SEPTEMBER 2019 COMMENCING AT 5:05 pm

PRESENT: Mayor James Hayes (Chair), Councillor Andrianna Benjamin, 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

Nil

3. DECLARATIONS OF INTEREST

Nil

4. ADMISSION OF LATE REPORTS

Nil

5. CONFIDENTIAL

M298/19 RESOLVED:

That Council move into Confidential to consider the matters listed in the confidential section of the agenda (Committee of the Whole) in accordance with Section 10(2) of the Local Government Act 1993 for the reasons specified.

- 5.1 CODE OF CONDUCT COMPLAINT - INDEPENDENT ARIC MEMBER
Item 5.1 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.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

At this stage, the time being 5:07 pm Council went into Confidential

**5.1 CODE OF CONDUCT COMPLAINT - INDEPENDENT ARIC MEMBER
M299/19 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Code of Conduct Complaint concerning Audit Risk Improvement Committee member Ian Chaffey.
2. Resolves to undertake an independent investigation into the matter.
3. Resolves to immediately suspend Ian Chaffey from the Audit Risk and Improvement Committee pending investigation findings.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

M300/19 RESOLVED that Council move out of the Confidential Session of the Meeting.

Cr John Larter/Cr Bruce Wright

UNANIMOUS

There being no further business to discuss, the meeting closed at 5:10 pm.

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.1 NOTICE OF MOTION TO ALTER RESOLUTION - COMMUNITY POOLS - OPERATIONAL UPDATE**

Author: James Hayes

MOTION:

That Council amend the following Resolution No: M272/19 of Council's Ordinary Meeting held on Thursday, 19th September 2019:

RESOLVED THAT COUNCIL:

1. *Note the report and the current operational status quo remain in place.*
2. *Approve the installation of automated movements counters at all of the pools to enable improved monitoring of usage.*
3. *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.*
4. *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.*

Cr John Larter/Cr Geoff Pritchard

CARRIED UNANIMOUSLY

**RECOMMENDATION:
THAT COUNCIL:**

1. **Amend part 1 to state "review and adjust the operating hours of the community pools to accommodate community needs, demand and budget constraints including:**
 - a. **discontinue the weekday morning opening hours (6am – 10am) and extend the afternoon opening hours for the Adelong Pool to accommodate community needs**
 - b. **harmonise the opening hours for the Batlow, Khancoban and Tumbarumba pools to accommodate the needs of the respective communities**
 - c. **maintain existing access arrangements to community pools outside of normal opening hours for schools, swim clubs and other community groups that utilise the community pools for scheduled activities**
 - d. **maintain existing swipe card access arrangements to community pools, noting that hours of access may be adjusted depending on user needs and availability of resources (lifeguards)**
 - e. **extend the closing time for pools for an additional hour in the afternoon if the temperature is 40 deg or above during school holidays, subject to the availability of resources**

- f. **respond to extended hot summers by extending the pool season subject to utilisation and community needs**
 - g. **any adjustments to the opening hours and/or access arrangements for community pools will be consulted, advertised and communicated to the relevant community groups**
2. **Approve the installation of automated movements counters at all of the pools to enable improved monitoring of usage.**
3. **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.**
4. **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.**

Notes:

The Councillors are cautious of the budget constraints and acknowledge that the community could be better served by adjusting the hours to better suit the best value for money.

Officers Comment:

Swimming pools are a highly valued community asset. Council is committed to promoting increased utilisation of these community spaces balanced with the need for prudent financial management and sustainable levels of service.

The introduction of free entry to the pools has been successful in activating these spaces. The importance of being responsive to community need and flexible in our approach to management and access of the pools is consistent with the sustainable One SVC direction of Council.

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.2 NOTICE OF RESCISSION - TUMBARUMBA TO ROSEWOOD RAIL TRAIL - DONATION OF SECTION OF UNUSED RAIL**

Author: James Hayes

Notice of Motion

As provided by *Sec. 372 of the Local Government Act, 1993*, we hereby give notice to rescind the following:-

Resolution No; M272/19 of Councils Ordinary Meeting held on Thursday 19th September 2019.

SUBJECT: Tumbarumba to Rosewood Rail Trail – Donation of section of unused rail

RECOMMENDATION:**THAT COUNCIL:****1. Rescind the Motion of the meeting of the 19th September 2019 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).
3. The General Manager be delegated to negotiate the establishment of signs or other recognition for the origin of the rail being the Tumbarumba to Rosewood Rail Trail and Snowy Valleys Council.

RECOMMENDATION**That Council:**

1. **Notes the advice received from the Tumbarumba to Rosewood Railtrail Committee;**
2. **Makes available the 1km section of rail including connection bolts and plates for purchase to the Kerosene Creek Tramway (KCT) at market rate;**
3. **Delegate authority for the General Manager to negotiate the purchase.**

Notes:

In response to advice received from the Tumbarumba to Rosewood Railtrail Committee, subsequent to the Resolution No: M272/19 of Councils Ordinary Meeting held on Thursday 19th September 2019 advising that they do not support the donation of 1km of railway track including plates and bolts to Kerosene Creek Tramway (KCT).

Officers Comment:

At the time of writing the report staff were of the understand that the donation of rail to KCT was supported by the Tumbarumba to Rosewood Railtrail Committee, however recent correspondence received indicates that this is not the case.

The Committee believe that Council should have sold the 1km to KCT at a rate set based around the recently awarded contract for the removal and recovery of the rail line.

The Committee have indicated that the monies recovered should be returned to the rail trail project.

The advice from the Committee also refers to a request to allocate these returned funds to establish a promotion and/or revegetation budget.

The Project Manager has confirmed that Council has initiated discussions with Landcare where it has been advised that consideration would be given to the establishment of a budget for revegetation and there is an action for Landcare to confirm a required cost estimate to inform this. In the interim, \$30K has been set aside (included in the cost plans from January 2019 onwards) under landscaping in anticipation of this requirement.

In relation to the promotions budget, there is currently no budget allowance for marketing in the current funding arrangements. Noting the status of the construction works and the ongoing need to manage construction contingencies and risks very carefully, it is suggested that it would not be prudent to redirect funding from construction to promotion at this stage.

Attachments

- 1 Notice of Rescission signed [↓](#)
- 2 Letter from Tumbarumba to Rosewood Rail Trail Committee - 14 October 2019 [↓](#)

NOTICE OF RESCISSION.

As provided by Section 372 of the Local Government Act, 1993, we, the undersigned, hereby give notice to rescind the following:-

Resolution No: **M272/19** of Council's Ordinary Meeting held on **Thursday 19th September 2019.**

SUBJECT: Tumbarumba to Rosewood Rail Trail – Donation of section of unused rail


RESOLVED that Council;

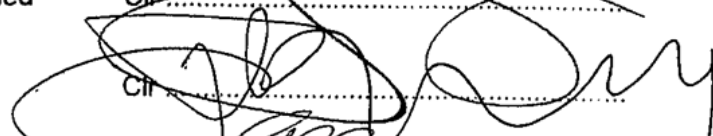
1. Receive this report on the recommendation for the disposal of a section of disused rail line (and ancillary materials) to a not-for-profit organisation.
2. Endorse the donation of a section of rail measuring approximately 1km (including connecting bolts and plates) which has an estimated salvage value of \$12,000 to the Kerosene Creek Tramway (KCT).
3. The General Manager be delegated to negotiate the establishment of signs or other recognition for the origin of the rail being the Tumbarumba to Rosewood Rail Trail and Snowy Valleys Council.

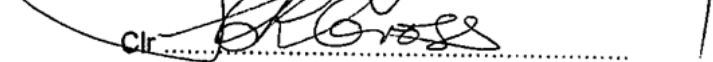
Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

Signed

Clr 

Clr 

Clr 

Date:

17 OCTOBER 2019

Tumbarumba to Rosewood Rail Trail Committee

14 October 2019



Mayor, Councillors and General Manager SVC

The Tumbarumba to Rosewood Rail Trail Committee would like to inform the Snowy Valleys Council (SVC) of their displeasure of the Council's decision to donate (motion 10.3 of 19 September 2019 Council Meeting) 1 kilometre of railway track including plates and bolts (over 60 tonne) to Kerosene Creek Tramway (KCT).

The motion we assert was passed based on incomplete and inaccurate information. (See the Notes below).

We believe that SVC should have sold the 1 kilometre of track to KCT at a rate set using the Brennan contract as a guide. The money recovered should be returned to the Rail Trail project.

The Committee has been informed that funds for important items currently under consideration (example promotion and revegetation) are not available and we believe these issues should be addressed as a matter of urgency. Money returned to the project from the sale of disused railway line could be directed to solving these issues.

Yours sincerely

Committee members

Grant Harris, Owen Fitzgerald, Ron Frew, Bob Gay

Tumbarumba to Rosewood Rail Trail Committee
C/- PO Box 252
Tumbarumba
NSW 2653

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 PECUNIARY INTEREST RETURNS FOR COUNCILLORS AND DESIGNATED STAFF**

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

EXECUTIVE SUMMARY:

The Local Government Act 1993 (the Act) provides for the management of pecuniary interests. It places specific obligations on councillors, council delegates, key council staff and other people involved in making decisions or giving advice on council matters to act honestly and responsibly in carrying out their functions.

Those obligations include the lodgement of disclosure of interest returns annually.

A pecuniary interest in a matter is one where there is a reasonable likelihood or expectation of appreciable financial loss or gain to the person, or to other persons as defined by section 443 of the Act. This calls for an objective judgement in each case as to whether a pecuniary interest exists.

Council also manages pecuniary interests through its application of the adopted Code of Conduct. This report on Disclosure of Pecuniary Interest Returns is in compliance with Clause 4.21 of the Code of Conduct:

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 of this code, disclosing the council's or designated person's interest as specified in schedule 1 of this code within 3 months after;

(a) becoming a councillor or designated person, and

(b) 30 June of each year, and

(c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Pecuniary Interest Returns for Councillors and Designated Staff.**
- 2. Note the following Declaration of Pecuniary Interest Returns from Councillors and Designated Officers as at 30 June 2019 as listed in accordance with the Code of Conduct:**

Councillors: Cllr Andrianna Benjamin, Cllr Cate Cross, Cllr Julia Ham, Cllr James Hayes, Cllr Margaret Isselmann, Cllr John Larter, Cllr Geoff Pritchard, Cllr Cornelis Smit, Cllr Bruce Wright.

Designated Staff:

General Manager; Former Director Assets & Infrastructure; Former Director Internal Services; Former Director Strategy, Community & Development; Division Manager Finance & IT and Division Manager Development & Environment; Audit Risk & Improvement Committee Chairperson and Committee Member.

- 3. Approve for the redacted Pecuniary Interest Returns for the Councillors and Designated Staff to be placed on council website in accordance with the current Information and Privacy Commission Guideline 1.**

BACKGROUND:

It is a requirement that Council report on Pecuniary Interest Disclosures annually.

REPORT:

Pecuniary Interest Returns received as at 30 June 2019 for Councillors and designated persons are tabled at this meeting in compliance with Clause 4.25 of the Code of Conduct:

4.25 Returns required to be lodged with the general manager under clause 4.21 (a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

Councillors and designated persons are required under *Clause 4.21* of the Code of Conduct to lodge an "Annual Return – Disclosures of Pecuniary Interests" for the previous financial year or within 3 months after becoming a councillor or designated person. It is an important mechanism in enhancing public confidence in local administration.

The Council has issued a set of guidelines on the administrative processes associated with the completion of Pecuniary Interest Returns.

The responsibility is with each individual to ensure their Pecuniary Interest Return is completed accurately and in compliance with the regulations and guidelines. The Code of Conduct prescribes the manner in which returns are completed, lodged and held.

Recently released Information and Privacy Commission *Guideline 1 Returns of Interests* in association with Office of Local Government's *Circular No 19/21* states that councillors and designated persons returns of interest must be made publicly available free of charge on council's website.

The combined effect of the GIPA Act and the GIPA Regulation is that the information in the returns needs to be disclosed on the website of each local council, unless to do so would impose unreasonable costs on the council, or if the council determines there was an overriding public interest against disclosing the information.

In order to decide whether there is an overriding public interest against disclosure, council needs to apply the public interest test, (See GIPA Act 2009 Section 14 attached) and weigh the public interest considerations in favour of and public interest considerations against disclosure.

Clause 3 in the Table in *Section 14 of the GIPA Act 2009* lists as a consideration against disclosure the fact that information may reveal someone's personal information, or would contravene an information privacy principle under the *Privacy and Personal Information Protection Act 1998* (NSW)(PIIP Act).

An individual has a right to protect the privacy of their personal information. Given the amount of personal information that may be contained in the returns, special care should be taken to protect this right.

The type of matter which might be deleted from a return in these circumstances will vary depending on the public interest considerations applied. However, examples might include the signatures or residential address of the individual making the return.

Releasing the information contained in the returns of councillors and designated persons in this manner facilitates the legitimate public interest in having access to the information, while respecting other considerations against disclosure including privacy.

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:

	Positive	Negative
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	N/A
Governance	Enables Council to meet governance obligations and provides transparency	N/A

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

In accordance with Clause 4.21-4.27 of the Code of Conduct:

Disclosure of interests in written returns

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

(a) becoming a councillor or designated person, and

(b) 30 June of each year, and

(c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:

(a) they made and lodged a return under that clause in the preceding 3 months, or

(b) they have ceased to be a councillor or designated person in the preceding 3 months.

4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.

4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Compliance with obligations to declare pecuniary interests supports good governance and risk management.

By not redacting some of the information contained within the returns could place expose a person to a risk of harm of serious harassment or serious intimidation.

OPTIONS:

To release the Pecuniary Interest Returns in **FULL** for the Councillors and Designated Staff on council website in accordance with the newly adopted Information and Privacy Commission Guideline 1.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 OLG Circular 19-21 Release of IPC Guideline 1 Returns of Interests (under separate cover) [⇨](#)
- 2 IPC Guideline 1 Disclosure of Information in Returns (under separate cover) [⇨](#)
- 3 LG Act 1993 Section 332 Determination of Structure (under separate cover) [⇨](#)
- 4 GIPA Act 2009 Section 6 Mandatory Proactive Release of Certain Government Information (under separate cover) [⇨](#)
- 5 GIPA Act 2009 Section 14 Public Interest Considerations Against Disclosure (under separate cover) [⇨](#)

9. GOVERNANCE AND FINANCIAL REPORTS**9.2 RECRUITMENT OF AUDIT RISK AND IMPROVEMENT COMMITTEE MEMBER**

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

EXECUTIVE SUMMARY:

The Audit, Risk and Improvement Committee (the Committee) is an independent advisory committee to Council. The purpose of this report is to recommend the acceptance of the resignation of one independent external Committee member and for Council to recruit a replacement.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Recruitment of Audit, Risk and Improvement Committee member**
2. **Accept the resignation of Ian Chaffey as an independent external Audit, Risk and Improvement Committee member**
3. **Recruit for one independent external Audit, Risk and Improvement Committee member as per Internal Audit Guidelines and the Audit, Risk and Improvement Committee Terms of Reference**

BACKGROUND:

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

On 26 September 2019, Mayor Hayes received a letter of resignation from independent member Ian Chaffey from his position on the Audit Risk and Improvement Committee.

REPORT:

For the Committee to be most effective it is important that it is constituted of appropriately qualified independent members. The recruitment of an independent external committee member shall take into account the following:

Internal Audit Guidelines September 2010 (Guidelines under section 23A of the Local Government Act 1993)Section 4.2 Independence and Objectivity

“Committee members and the audit committee chair should be appointed by the Council. This could be done on the recommendation of a committee which has been convened by Council with power to interview and recommend suitable candidates. It is important that the process used is transparent and accountable.”

“When selecting committee members it is important to ensure that they have appropriate qualifications and experience to fulfil their role. The following qualities are desirable when appointing members:

Individuals should have:

- *Knowledge of local government*
- *Strong communication skills*
- *High levels of personal integrity and ethics*
- *Sufficient time available to devote to their responsibilities as a committee member*
- *High levels of financial literacy and, if possible accounting; financial; legal compliance and/or risk management experience or qualifications.”*

Audit, Risk and Improvement Committee Terms of Reference

Section 3.1 Members (voting)

“Not fewer than two (2) no more than three (3) independent external members, one of whom shall be Chairperson.”

Section 4 Term of Appointment

“The Committee will achieve its independence by having a majority of independent members external to Council and its operations. In addition, it is highly desirable that all members chosen exhibit an independence of mind in their deliberations and do not act as a representative of a particular area of Council, or with conflicts of interests. Regular rotation of some or all members is also desirable to keep a fresh approach.

Terms of appointment will be for a period of three years on a rotational basis.

External members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of Snowy Valley Council. At least one member of the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.

Committee members and the Chair of the Committee should be appointed by the Council and in consultation with the Committee.

In making changes to Committee membership, Council will have regard to the benefits of continuity of committee operations.”

Section 5 Responsibilities of Members

“Members of the committee are expected to:

- *Understand the relevant legislative and regulatory requirements appropriate to Snowy Valleys Council.*
- *Contribute the time needed to study and understand the papers provided.*
- *Apply good analytical skills, objectivity and good judgement.*
- *Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.*
- *Are expected to extend a declaration of interest in line with the Local Government Act 1993.”*

Council’s Code of Conduct

“Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a Council’s adopted code of conduct applies to, must comply with the applicable provisions of their council’s code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.”

Snowy Valleys Council's Code of Conduct sets the minimum standards of conduct for council officials. Council officials include Audit, Risk and Improvement Committee members. The Code of Conduct is prescribed by regulation to assist Council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439 Local Government Act)
- act in a way that enhances public confidence in local government.

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:

	Positive	Negative
Social	Nil	Nil
Environmental	Nil	Nil
Economic	Audit, Risk and Improvement Committees assist Council to strive to ensure there is a risk culture and to improve efficiencies.	Nil
Governance	Selection of the appropriate qualified independent members to the committee are essential to support good governance and a high functioning committee.	Nil

Financial and Resources Implications

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

Costs and Benefits:

Nil – there will be no difference to the budget with the recruitment of a new member as each independent external member is remunerated \$400 per meeting inclusive of preparation and travel, which has already been accounted for in the 2019/20 budget.

Policy, Legal and Statutory Implications:

Councils must take any relevant guidelines issued under section 23A of the *Local Government Act 1993* into consideration before exercising any of its functions. The *Internal Audit Guidelines, September 2010* have been issued under section 23A.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management is an important component of corporate governance. Risk Management is the responsibility of management with oversight by Council and the Audit, Risk and Improvement Committee. A key objective of the Audit, Risk and Improvement Committee is to ensure that processes and controls are in place to manage all types of risk. Ensuring appropriately qualified and suitable independent members are selected so that the Audit, Risk and Improvement committee can function appropriately, will support that objective.

OPTIONS:

Council may decide not to recruit a third member for the Committee and simply leave the membership as two independent members, which is within the guidelines of the ARIC Terms of Reference.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

No

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.3 DELEGATION OF AUTHORITY TO SIGN "STATEMENT BY COUNCIL ON ITS OPINION OF THE ACCOUNTS" FOR THE 2018/19 ANNUAL FINANCIAL STATEMENTS**

REPORT AUTHOR: DIVISION MANAGER FINANCE & IT
RESPONSIBLE DIRECTOR: ACTING DIRECTOR INTERNAL SERVICES

EXECUTIVE SUMMARY:

Council is required to delegate authority to the Mayor, a Councillor, General Manager and Responsible Accounting Officer to sign the 'Statement by Council on its opinion of the Accounts' for 2018/19.

RECOMMENDATION:

That Council in accordance with Section 413 of the Local Government Act, and subject to endorsement from the Audit, Risk & Improvement Committee, resolve:

- 1 That its 2018/19 Annual Financial Statements:**
 - a. Are in accordance with the Local Government Act 1993 (as amended and the Regulations made there under);**
 - b. Are in accordance with the Australian Accounting Standards and Professional Procurements;**
 - c. Are in accordance with the Local Government Code of Accounting Practice and Financial Reporting;**
 - d. Present fairly the Council's 2018/19 operating result and financial position;**
 - e. Are in accord with Council's accounting and other records; and**
 - f. That Council is not aware of any matter that would render this report false or misleading in any way.**
- 2 To delegate authority to the Mayor, Deputy Mayor, General Manager and the Responsible Accounting Officer to sign the 'Statement by Council on its Opinion of the Accounts' (clause 215 of the Local Government General Regulation).**
- 3 That the General Manager be 'authorised to issue' the 2018/19 accounts immediately upon receipt of the auditor's report.**
- 4 To invite Council's Auditor to attend the November Ordinary Council Meeting to present the 2018/19 Financial Reports.**

BACKGROUND:

Sections 413 to 421 of the Local Government Act 1993 relate to the Council's annual reporting requirements.

Council is required to submit its audited annual financial statements for the financial year ending 30 June 2019 to the Office of Local Government by 31 October 2019.

REPORT:

The NSW Audit Office (with Crowe Horwath being the contracted auditor) has reviewed the financial statements for the 2018/19 Financial year. This process is currently progressing to meet the deadline of submitting the Financial Statements to the Office of Local Government by the 31 October, 2019.

Section 413 requires that Council must provide an opinion on its financial report by way of a statement attached to the reports. The content of the statement is specified in the Local Government (General) Regulation, as follows:

19 Statement by a Council on its annual reports

- (1) The statement required by section 413 (2) (c) of the Act must:
 - a) Be made by resolution of the Council, and
 - b) Be signed by:
 - i. The Mayor, and
 - ii. At least one other member of the Council, and
 - iii. The responsible accounting officer, and
 - iv. The General Manager (if not the responsible accounting officer).
- (2) The statement must indicate:
 - a) Whether or not the Council's annual financial reports have been drawn up in accordance with:
 - i. the Local Government Act 1993 (as amended) and the Regulations made thereunder,
 - ii. The Australian Accounting Standards and professional pronouncements; and
 - iii. The Financial Statement Guidelines for NSW Councils.
 - b) Whether or not those reports present fairly the Council's financial position and operating result for the year, and
 - c) Whether or not those reports accord with the Council's accounting and other records, and
 - d) whether or not the signatories know of anything that would make those reports false or misleading in any way, and include such information and explanations as will prevent those reports from being misleading because of any qualification that is including in the statement.
- (3) The Council must ensure that the statement is attached to the relevant annual financial reports.

The recommendation is in accordance with the requirements of the Act and regulation.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

1.7.3 Finalise unqualified financial statements by 31 October

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

There is a cost incurred to have the financial statements externally audited along with internal resources required to produce the financial statements.

Policy, Legal and Statutory Implications:**RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:**

The process for undertaking the completion and validation of financial statements is robust and is a key component to managing financial and business risk.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Audited Financial Statements will be presented to Council in November by the Auditor at the Ordinary Meeting. A media release will follow to provide residents further information.

Attachments

- 1 Draft Annual Financial Statements (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS

9.4 STATEMENT OF INVESTMENTS - SEPTEMBER 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 30 September 2019.

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

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

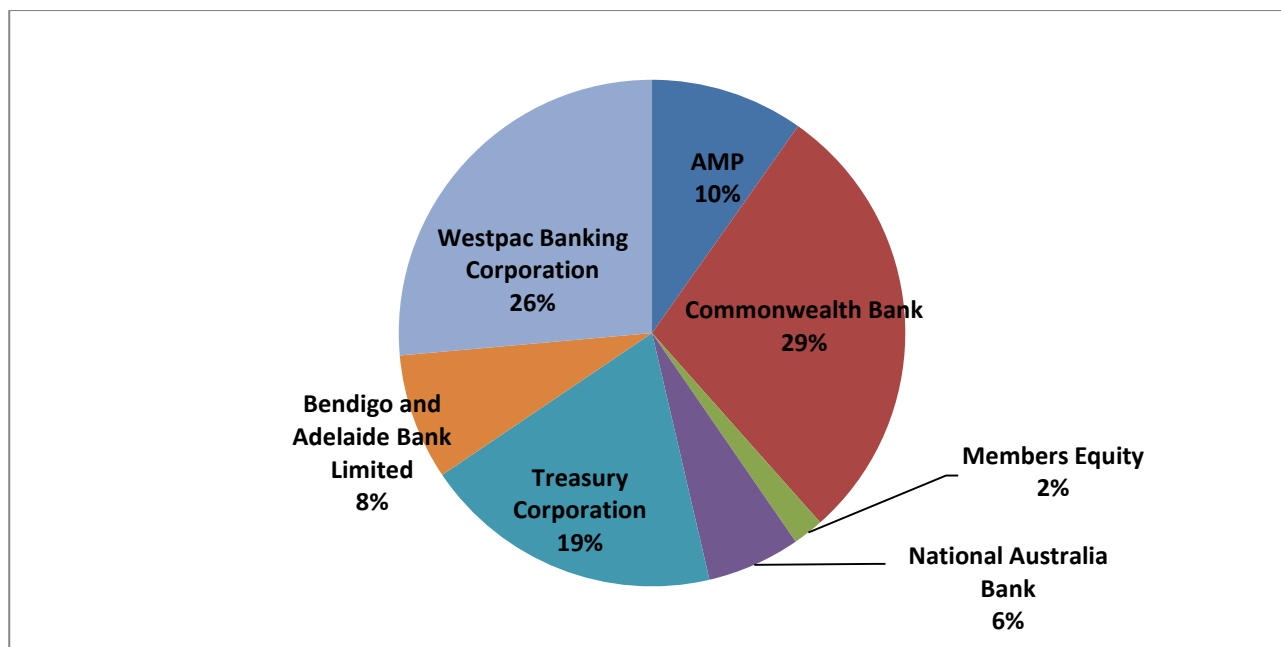
Nil

REPORT:

In accordance with Clause 212 of the Local Government (General) Regulation 2005, a monthly report is required to be submitted to Council detailing all investments of Council.

Combined Cash & Investments Table		30/09/2019				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 2,706	\$ 4,623	-\$ 1,917	IWD Gen	1.00%	
National Australia Bank	\$ 43,454	\$ 206,596	-\$ 163,142	W/Acct	1.00%	
Commonwealth Bank	\$ 754,261	\$ 2,811,953	-\$ 2,057,693	W/Acct	1.00%	
Commonwealth Bank	\$ 13,892,864	\$ 9,387,812	\$ 4,505,052	At Call (BOS)	1.35%	
<i>Sub Total Cash & 11 am at Call Accounts</i>	\$ 14,693,284	\$ 12,410,984	\$ 2,282,300		1.09%	
TCorp Investments (at Call)	Balanced Invested \$	Balanced Invested \$		Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)
Treasury Corporation	\$ 534,542	\$ 534,073	\$ 469	at call	0.08%	0.34%
Treasury Corporation	\$ 1,077,999	\$ 1,076,924	\$ 1,075	at call	0.09%	0.46%
Treasury Corporation	\$ 3,411,330	\$ 3,389,046	\$ 22,284	MTGF	0.48%	1.85%
Treasury Corporation	\$ 4,778,492	\$ 4,710,451	\$ 68,042	LTGF	0.98%	2.41%
<i>Sub Total TCorp Investments at call</i>	\$ 9,802,364	\$ 9,710,495	\$ 91,869		0.41%	
Total Cash & At Call Investments	\$ 24,495,648	\$ 22,121,479	\$ 2,374,170		0.75%	

	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
AMP	\$ -	\$ 2,000,000	-\$ 2,000,000			
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
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	19/09/2019	1.63%	19/02/2020
Members Equity	\$ 1,000,000	\$ 1,000,000	\$ -	25/02/2019	2.70%	25/02/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	9/09/2019	1.60%	6/03/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	9/09/2019	1.60%	6/03/2020
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
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	4/09/2019	1.70%	4/09/2020
0	\$ -	\$ -	\$ -	0/01/1900	0.00%	0/01/1900
Total TD's	\$ 26,615,623	\$ 28,615,623	-\$ 2,000,000		2.10%	
Total Cash & Investments	\$ 51,111,271	\$ 50,737,101	\$ 374,170			



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 \$374k during September 2019. Main contributors were debtor payments and residual rates and water payments (due 30/8/2019).

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

- Renewal of Westpac TD \$2m at 1.63% for 5 months
- Redemption of AMP TD \$2m (held under old name of Tumut Shire Council/above \$5m limit for AMP holdings)

September Interim Financials

A summarised financial flash report for Council is provided below for September 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
	\$'000	\$'000	\$'000	%	\$'000
Income					
Rates, Levies & Annual Charges	17,253	17,840	-587	-3	17,840
User Fees & Charges	2,933	2,199	734	33	8,796
Interest & Investment Revenue	409	216	193	89	865
Operating Grants	1,586	2,571	-985	-38	10,282
Capital Grants	271	1,344	-1,073	-80	5,377
Other Income	277	288	-11	-4	1,152
Total Income	22,729	24,458	-1,729		44,312
Expenditure					
Employee Benefits	4,532	3,897	635	16	15,589
Materials & Contracts	3,715	2,436	1,279	53	9,742
Depreciation and Amortisation	2,762	2,762	0	0	11,047
Other Expenses	1,999	2,973	-974	-33	4,332
Total Expenditure	13,008	12,068	940	21	40,710
Operating Result - Surplus/(Deficit)	9,721	12,390	(2,669)		3,602
Surplus/(Deficit) after Capital Grants	9,450	11,046	(1,596)		(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). This has not changed over the month. The pensioner rebate claim has been submitted and payment is expected to be made early in the New Year.

Fees and charges are showing a favourable position as a result of additional RMS Ordered Works being awarded and undertaken.

Operating grants are under the expected budget with the major contributor being the Roads to Recovery program which is reflected in the budget on a quarterly basis however projects funded under this program are still in the planning phase rather than construction. This will

improve as expenditure is incurred once construction begins and claims can be made for the funds.

The Rail Trail Grant (Capital Grant) has yet to be acquitted but is expected to be during November.

Employee Benefits

Employee expenditure continue to track over budget due to the unbudgeted redundancies as identified last month. Being a Year To Date (YTD) report, this will continue to appear until a budget adjustment is processed in the first quarterly budget review to bring 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. The year to date budget is \$252K against an actual of \$615K and there are flood recovery projects (grant funded) that are being finalised which are not included in the budget (\$50K). The revenue for these projects are yet to be recognised.

The running of Tumbarumba Caravan Park contributes \$60K to the overspend along with executive and town planning utilising salaries budgets (vacant positions) to complete priority work with fixed term tenure and contract arrangements \$90K.

Other overspends are due to the cumulative effect of the software maintenance fees for the full year \$215K being expensed with budget distributed across future periods. This remains unchanged from last month.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Investments are taken out based upon the best rate on the day and after consideration of spreading our risk across various institutions as per our Investment Policy and section 625 of the Local Government Act 1993 (NSW).

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
N/A	Increased revenue	Higher returns to ensure sustainability of Council	Higher returns on investments are always sought
N/A	Maximise return on investments	Funding of projects	Council reputation is supported by good investment decision making

Policy, Legal and Statutory Implications:

The information provided complies with Council's Investment Policy and Section 625 of the Local Government Act 1993.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Monthly reporting of investments keeps Council informed of the current cash situation and the return on investment.

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Matters arising from this report that require further communication will be addressed at the meeting or taken on notice and a response will be provided.

10. MANAGEMENT REPORTS**10.1 PROPOSED ORGANISATION STRUCTURE**

REPORT AUTHOR: GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a further update on the Organisation Review process and to recommend the adoption of a new structure as per Council's obligations under sections 332 and 333 of the *Local Government Act 1993*.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Note that a review of the organisation structure of Snowy Valleys Council has been completed in compliance with the legislative requirements of the Local Government Act 1993;**
- 2. Under section 332(1) of the Local Government Act 1993, adopt the organisational structure as included in the attachment to be implemented by transition commencing 4 November 2019;**
- 3. Endorse the investment in a number of pathway positions in the Organisation Structure to be implemented incrementally over a 2 year period to ensure the appropriate support mechanisms are in place for success;**
- 4. Continue the delegation to the General Manager to vary the FTE by 5 % without referral to Council for approval.**

BACKGROUND:

Council has contracted Winton Consulting to facilitate a review of the organisation structure as adopted by the Administrator prior to the election of the Council in 2017. These operational arrangements have been maintained with only minor practical adjustments for a two year period.

The current review is funded under the New Council Implementation Funding provided by the New South Wales government. The review aims to ensure that the organisational structure reflects the sustainable One SVC direction and resources are aligned appropriately to achieve optimum efficiency and effectiveness in the delivery of our services. The proposed structure is service-based to reflect Council's drive towards the delivery of sustainable best value.

The following Guiding Principles have underpinned the review:

- Evidence based
- Meaningful in purpose (not change for change sake)
- Meets community needs (alignment with strategic direction and desire for sustainability)
- Compliant and defensible (legislation and awards)
- Capitalises on established knowledge (research, reports, plans and strategies)
- Fit for purpose (affordable, reasonable, achievable, innovative, responsive)

REPORT:

Council has undertaken the following actions and has completed the review in accordance with section 333 of the Act. A Project Team was established with independent facilitation and expert advice on organisation structures within the local government context. The structure was tested for alignment with the Community Strategic Plan. Staff feedback on the draft structure has been received and considered including extensive discussions with the Unions and in particular the United Services Union which represents the majority of staff in the organisation. Councillors have been briefed on the progress at critical milestones of this project.

Changes to the senior staff positions and reporting lines

Senior Staff positions are those specifically determined under Section 332(1) of the *Local Government Act 1993* (NSW), whose responsibilities, skills and accountabilities are generally equivalent to those applicable to the Executive Band of the Local Government (State) Award (Section 332(2) *Local Government Act 1993* (NSW)) and whose total remuneration package payable as at 1 July 2019 under Section 332(2)(b) of the *Local Government Act 1993* (NSW) is \$192,600 per annum as a minimum.

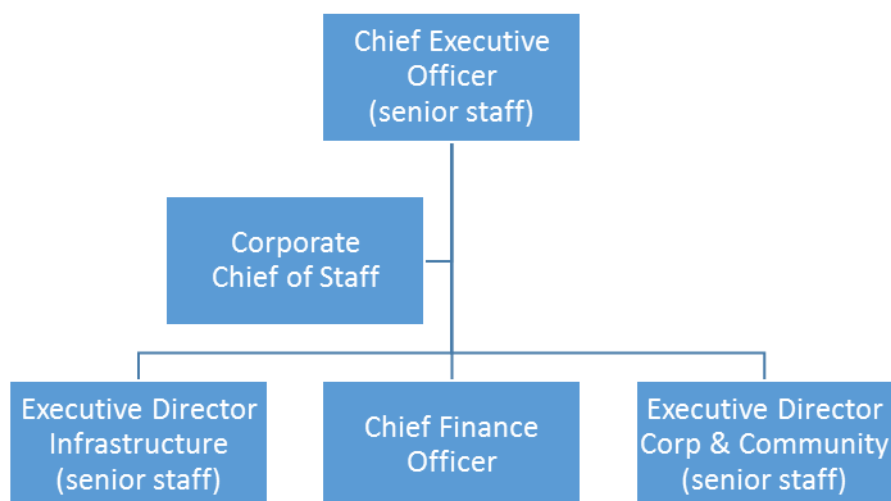
It is proposed to reduce the number of senior staff positions from four to three. The current Senior Staff positions include General Manager, Director Infrastructure and Assets, Director Internal Services, Director Community Strategy & Development.

The proposed senior staff positions are:

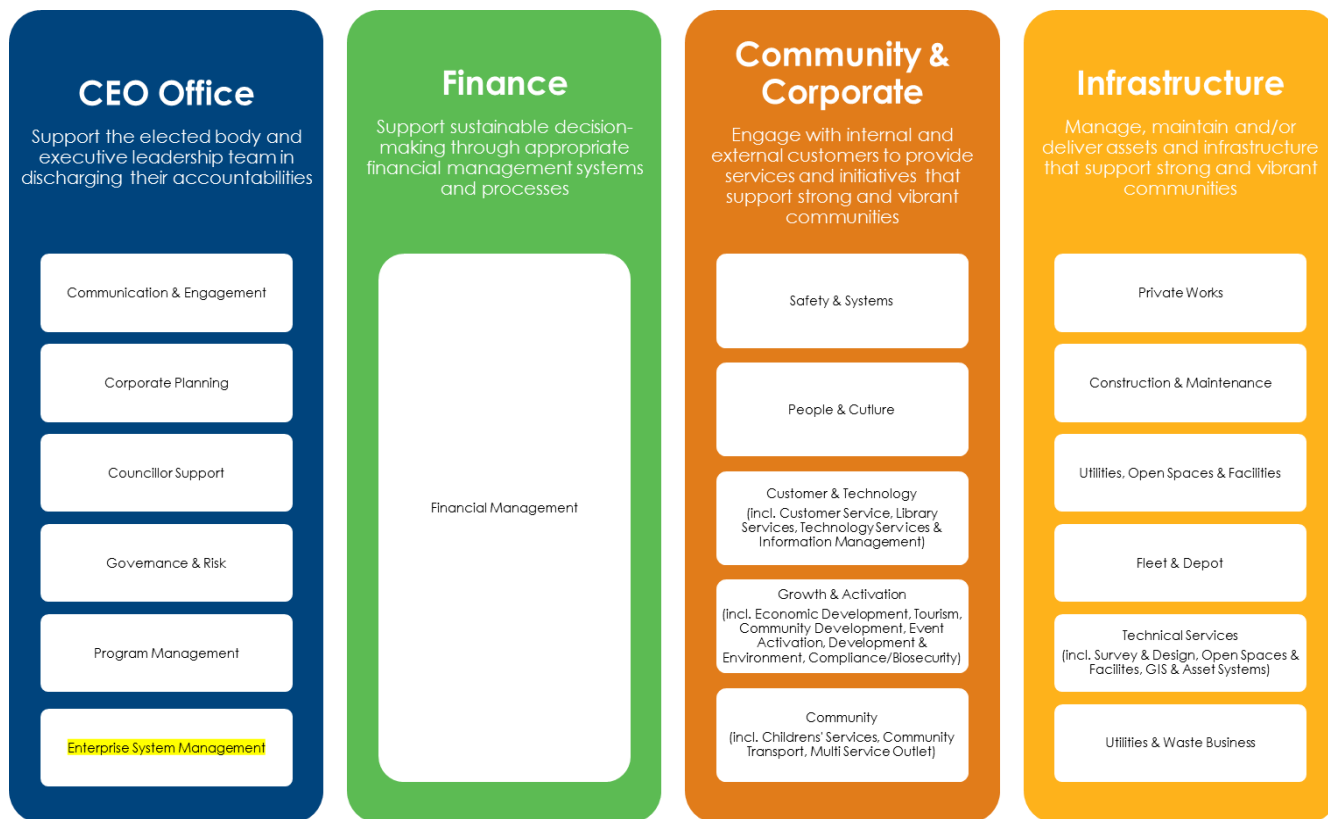
- Chief Executive Officer
- Executive Director Corporate and Community
- Executive Director Infrastructure

Executive Structure

The organisational chart below depicts the proposed executive structure, with the Corporate Chief of Staff having responsibility for the Office of the CEO and the Chief Finance Officer having responsibility for the financial management of Council. These positions are not classified as Senior Staff.



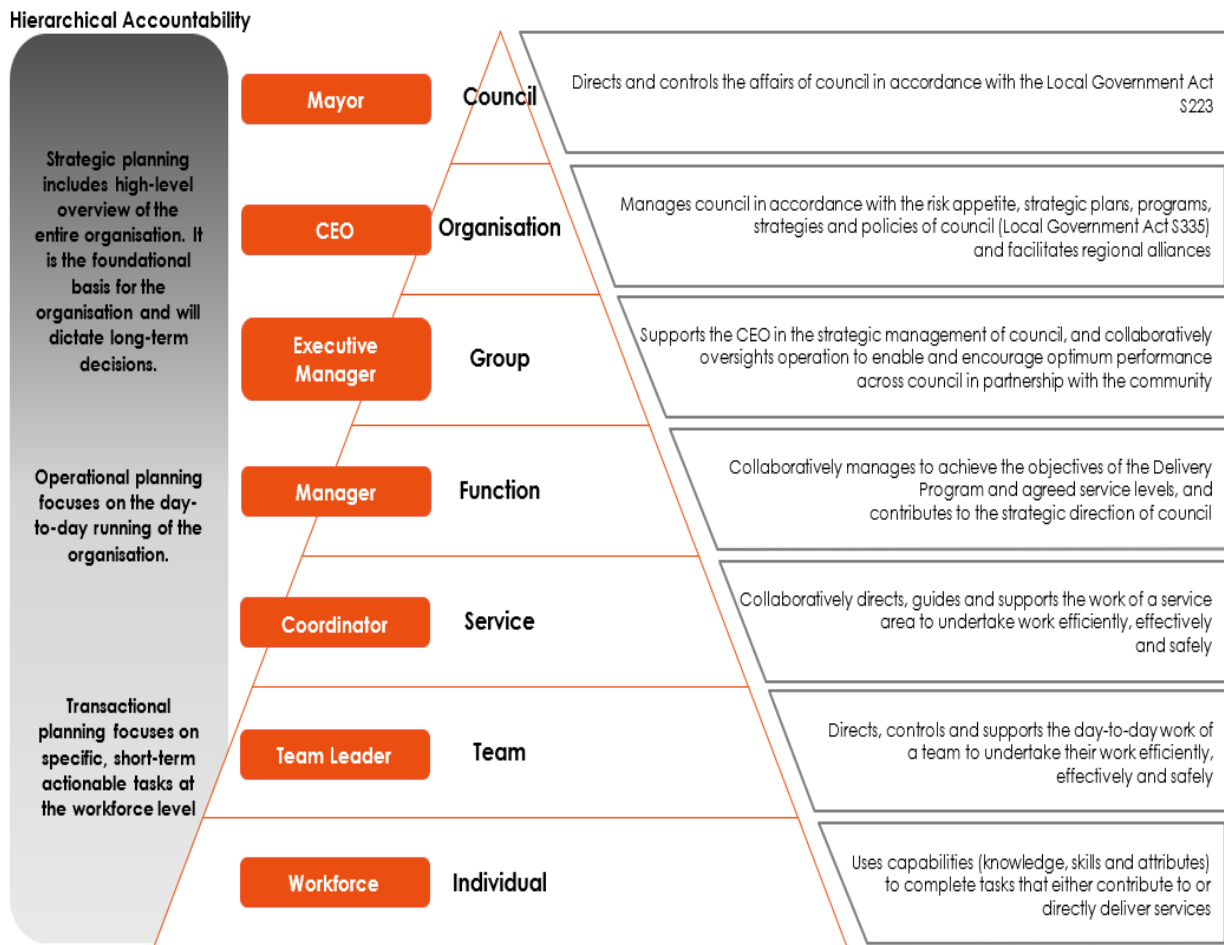
Functional Areas of Responsibility:



It is recommended that the former Strategy, Community & Development and Internal Services directorates be removed with a redistribution of functions mainly across the Corporate and Community Group and the Office of the CEO group. It is recommended that the amended executive staff structure is implemented on a transition arrangement from 4 November 2019.

Accountability Framework

The following Accountability Framework has been adopted to clearly define the accountabilities for each tier in the organisational structure.



Financial and Resources Implications

The following information is calculated on the detailed structure:

Employment Cost Estimates

Current Structure	\$15,810,000.00
Proposed Structure	<u>\$14,783,000.00</u>
Potential Savings	<u>\$1,027,000.00</u>

Combined Former Councils	<u>\$14,959,000.00</u>
Potential Savings from former	<u>\$176,000.00</u>

Investment in Future

Pathway Positions	\$500,000.00
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Full Time Employees

Current	239.05
Proposed	<u>226.95</u>

Savings	<u>12.10</u>
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Apprentice/Trainee/Cadet Positions

Positions over 2 years	13
------------------------	----

Rural Centre Numbers

as at 12/05/2016	83.46
Proposed	82.45
Vacant positions yet to be filled - location to be determined	21

*Note – current and proposed structure figures have been calculated at the step 4 pay level for each position to provide indicative figures for comparison.

In Council's revised Resourcing Strategy, a key action to improve financial sustainability and achieve an operating surplus over a 5 year period was to undertake considerable reductions in employee costs equivalent to 1.5% p.a. for the next 3 years (approx. \$630,000 total).

The revised structure achieves this saving. Further savings may be achieved through natural attrition as systems improve and current project workloads decrease.

It is important to note that the \$500K investment in pathway positions are offset against the estimated potential savings of \$1M of the new structure.

Policy, Legal and Statutory Implications:

The Local Government Act 1993 (the Act) provides the legal framework for the system of local government for New South Wales and sets out the responsibilities and powers of councils, councillors and other persons and bodies that constitute the system of local government. Section 333 of the Act relates to the re-determination and review of structure and requires that the Council must review, and may re-determine, the organisation structure.

It is identified in sub-section 332 (1) of the Act that it is specifically the senior staff positions within the structure that are determined by Council: A council must, after consulting the general manager, determine the following:

- (a) the senior staff positions within the organisation structure of the council,*
- (b) the roles and reporting lines (for other senior staff) of holders of senior staff positions.*

The Act also spells out the factors determining whether a position is in fact a senior staff position. This is found at sub-section 332 (2), which requires that:

A council may not determine a position to be a senior staff position unless:

- (a) the responsibilities, skills and accountabilities of the position are generally equivalent to those applicable to the Executive Band of the Local Government (State) Award, and*
- (b) the total remuneration package payable with respect to the position is equal to or greater than the minimum remuneration package (within the meaning of Part 3B of the Statutory and Other Offices Remuneration Act 1975) payable with respect to senior executives whose positions are graded Band 1 under the Government Sector Employment Act 2013 .*

Following the 2019 determination, as at 1 July 2019, the minimum total remuneration package payable under s.332(2)(b) of the Local Government Act 1993 (NSW) is \$192,600 per annum.

All senior staff positions are appointed under a prescribed Standard Contract of Employment. Council has sought the assistance of an experienced recruitment agent to assist with the recruitment of a number of senior positions in the structure and the appointment of the Senior Executive staff will include consultation with the Councillors prior to the appointment.

Council staff have a detailed transition plan for the move to the new organisational structure and this plan has been endorsed by the Consultative Committee including input from the Unions.

OPTIONS:

Status Quo – performance management to meet expectations would jeopardise achievement for performance in respect to the Delivery Plan Report.

COUNCIL SEAL REQUIRED:

No, not required

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal including Unions

The draft structure has been out for consultation for the 28 days required by the Award and during this time there has been excellent engagement with staff and their representatives. Together with the HR Manager, the writer has had individual discussion with all potentially significantly affected staff and the Acting Directors have had conversations with potentially moderately affected staff.

The Union has organised two sessions where the writer and HR Manager have sat and worked through the structure and processes with significantly affected staff. Two information sessions have been held with staff to specifically work through and take questions on the draft structure. The draft structure has been discussed at the monthly staff BBQ/Morning Tea sessions as well as attending function specific discussions with relevant staff. The draft structure has been a focus of the last 3 weekly GM update emails to staff and the writer has “walked the floor” a number of times to respond to questions.

62 individual submissions have been received on the structure and the project team have evaluated each of these submission and the writer will provide an individual response to each of

the submitters as well as a general wrap up of the changes since the first release of the draft structure. The main feedback about the draft structure has focused on:

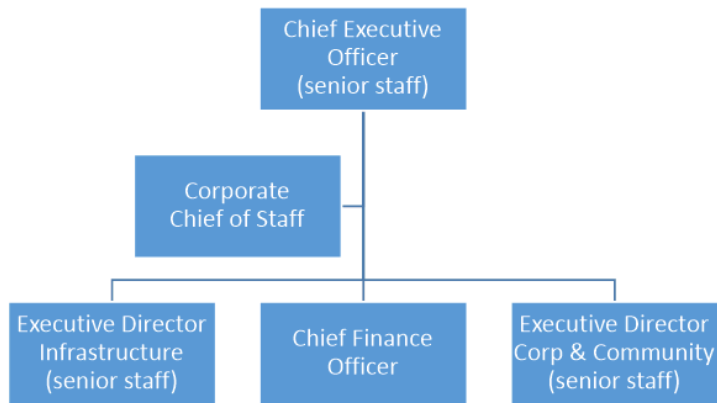
- Support around proposed new Pathway Positions
- Requests for evaluation of resourcing around delivery of operational plan requirements and leave backup
- Matters of clarification around role titles and responsibilities
- Suggestions around succession planning
- Specific functional matters in respect to procurement, project management, place activation
- Consideration of current workloads due to merger implementation and transition, which may require one-off resourcing commitments to finalise projects in years one and two.

Attachments

- 1 ORGANISATIONAL REDESIGN - Executive Structure and Functional Areas of Responsibility [↓](#)

ORGANISATIONAL REDESIGN: EXECUTIVE STRUCTURE AND AREAS OF FUNCTIONAL RESPONSIBILITY

EXECUTIVE STRUCTURE



AREAS OF FUNCTIONAL RESPONSIBILITY



10. MANAGEMENT REPORTS**10.2 ROAD NAME FOR TUMBARUMBA NEW DEVELOPMENT**

REPORT AUTHOR: GIS & ASSETS TECHNICAL OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

This report seeks the approval of Council for naming an un-named road within a new development in Tumbarumba that requires an identifiable address to comply with the NSW addressing policy

This report suggests an appropriate road name for approval ahead of finalising and adopting a new Road-Naming Policy for Snowy Valleys Council.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this road naming report for an un-named road within a new development in Tumbarumba**
2. **Approve the naming of the unnamed road identified as Road Corridor (CAD ID 104379322) in Tumbarumba as Corundum Road**
3. **Receive a further report for placing a new Draft Road Naming Policy including a list of proposed road names for public exhibition in March 2020. This allows time for consulting with the community across the entire Local Government Area on future road names**

BACKGROUND:

Snowy Valleys Council was contacted by a member of a deceased Tumbarumba local's family regarding their family member's last name being used for a road-name when available.

This was submitted by Council on behalf of the family to the Geographical Names Board (GNB) for consideration. Unfortunately the GNB did not deem the name suitable for Road Corridor CAD ID 104379322 as there is a track with the same name within close proximity.

An alternative name of '*Corundum Road*' has been suggested as an adequate road name.

The name reflects the complex geological history of the Tumbarumba gem fields. Corundum is the mineralogical name of Sapphire and Ruby, a crystalline Aluminium Oxide form sourced from basaltic eruptives that remain in many creeks throughout the region.

Council staff have been preparing a new Draft Road Naming Policy which requires extensive consultation with the community for road name suggestions. This will then enable staff to provide a comprehensive list of road name suggestions to Council for pre-approval for future naming requirements.

This Draft Policy has not yet been completed and approved by Council, therefore this report is submitted in order to name the road corridor in Tumbarumba.

REPORT:

Council is responsible for the naming and addressing of new developments within the Local Government Area. Part of this responsibility involves suggesting names for un-named road corridors.

In lieu of a completed and approved Road Naming Policy and list of pre-approved road names, it has been suggested that the un-named road corridor in Tumberumba be named after the Tumberumba gem fields that make up a significant area of the geological landscape.

The suggested name of 'Corundum Road' has already been pre-approved by the GNB.

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

Nil.

Costs and Benefits:

Nil.

Policy, Legal and Statutory Implications:

While the GNB performs the administrative functions that is ultimately responsible for naming of roads in NSW, the GNB expects Local Government to pursue conformant numbering and enforce the principles which support the practice of standardised addressing. This is enforced through the provisions of the *Local Government Act 1993*.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

While unlikely, some members of the community may not be amenable to the suggested road name.

OPTIONS:

Council may determine an alternative name.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council staff are in the process of consulting the community for road name suggestions, with the aim of providing a comprehensive list of road name suggestions to Council for pre-approval for future naming requirements.

Communication with the community is key. Council employees hope that by engaging with the community while finalising the formal Road Naming Policy any significant naming issues are identified early.

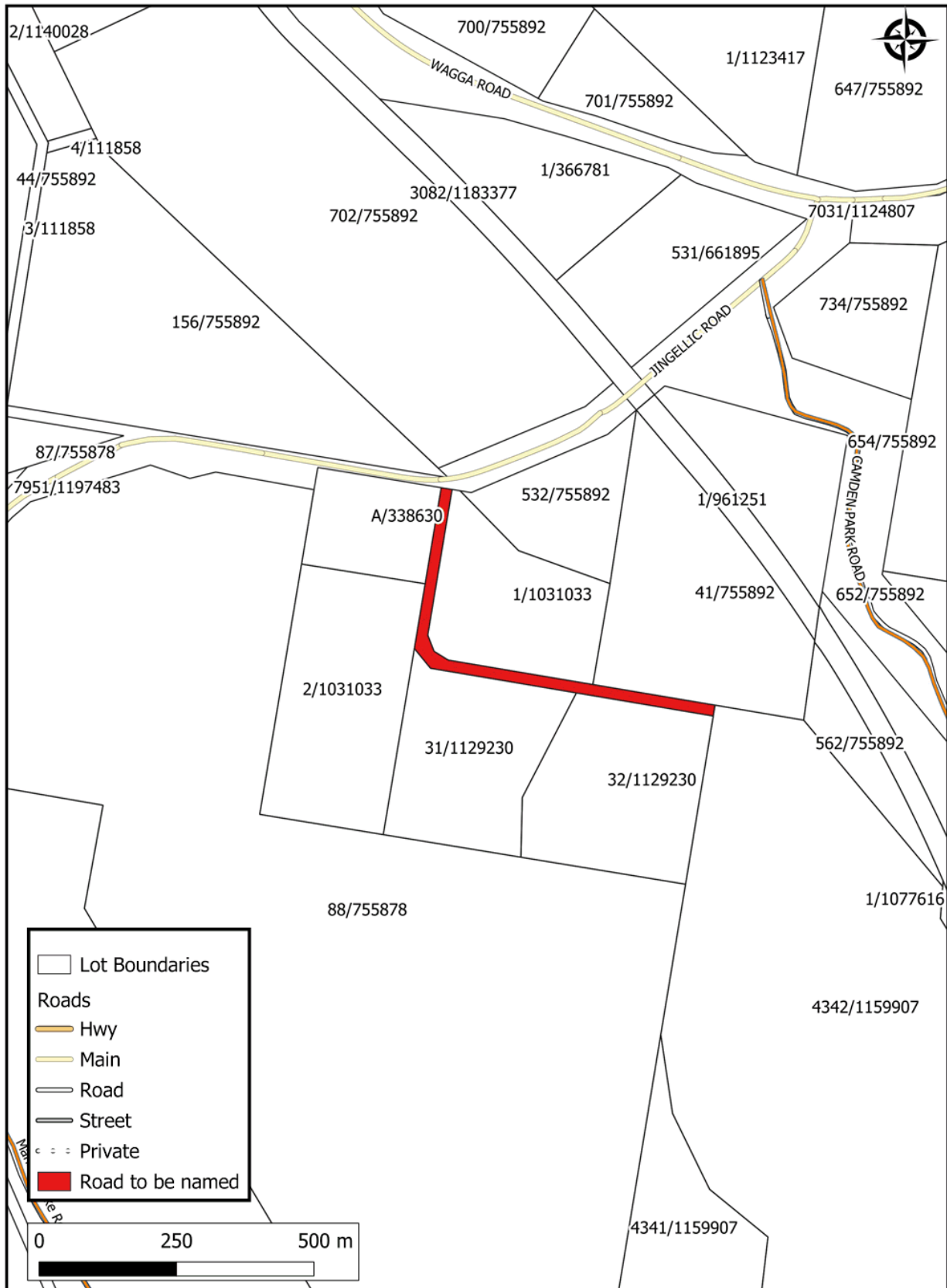
A notification is advised to be sent out via the newspapers to inform the community of the decision.

Attachments

- 1 Location of road that requires naming [↓](#)

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. Drone 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.

Road to be named - Tumbarumba



10. MANAGEMENT REPORTS**10.3 MANNUS LAKE BLUE-GREEN ALGAE BLOOM MANAGEMENT UPDATE**

REPORT AUTHOR: COORDINATOR WATER & WASTEWATER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Mannus Lake has experienced severe algal blooms during the previous two summers, impacting the raw water supply to downstream users.

This report seeks the approval of Council for placing the Draft Mannus Lake Blue-Green Algae Management Policy on public exhibition for 28 days, providing opportunity for the community to comment and provide feedback on the policy before it is finalised.

The report also provides an update on progressing measures to mitigate against future algal blooms on Mannus Lake as identified in the study prepared by the University of Technology, Sydney (UTS) on behalf of Council.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the Draft Mannus Lake Blue-Green Algae Bloom Management Policy and update on measures to mitigate against future algal blooms on Mannus Lake**
2. **Approve placing the Draft Mannus Lake Blue-Green Algae Bloom Management Policy on public exhibition for a minimum of 28 days**
3. **Adopt the Draft Mannus Lake Blue-Green Algae Bloom Management Policy if no submissions are received during the exhibition period**
4. **Note if submissions are received during the exhibition period, a further report will be provided to Council on the submissions and any proposed amendments to the policy**
5. **Note that funding has been allocated in this year's budget for continued water quality testing and assisting impacted residents with supplying water for domestic purposes, if required in response to Blue Green Algal Blooms**
6. **Endorse proceeding with the installation of additional upgraded warning signage at Mannus Lake that clearly indicates the alert status and implications of algal blooms**
7. **Endorse advocating for funding for the supply, installation and commissioning of a mechanical mixer on the Lake as identified in the study prepared by the University of Technology, Sydney and detailed in this report, noting**
 - a. **Council staff may be required to project manage the installation and commissioning of the mixer and provide associated works such as access road to support the installation of a mixer and its ongoing operation and maintenance**
 - b. **Responsibility for the ongoing maintenance and operation of the mixer will reside likely with Council**

BACKGROUND:

Mannus Lake experienced severe algal blooms in the summer of 2017/2018 and 2018/2019. Red alert algal blooms are conditions under which livestock and humans are not able to utilise the water supply and must rely on alternate sources.

Actions undertaken by Council Officers since October 2018 include:

- **December 2018** – engaged University of Technology, Sydney (UTS) to undertake a comprehensive study of the cause of the algal blooms;
- **June 2019** - provided the interim report regarding the UTS Study;
- **August 2019** - facilitated a community meeting with Associate Professor Simon Mitrovic to discuss the interim report;

Council Officers continue to undertake the following activities:

- Liaise with government departments regarding possible funding options for a mechanical mixer;
- Undertake algae sampling and provide updates to the Mannus Lake User Group.

The interim report from UTS can be accessed from Council's website.

REPORT:

Mannus Lake is a recognised part of the Tumbarumba locality and a potential critical asset for the future water security of Tumbarumba.

Council operates the Mannus Dam outflow in accordance with Department of Industry Water approval conditions for the purpose of maintaining environmental flows and to provide water to downstream users. Where an algal scum is visually observed, Council must undertake water sampling and testing. Where the analysis reveals toxic levels, Council must erect appropriate warning signs and provide WaterNSW with a copy of the test results.

Council engaged the University of Technology, Sydney in December 2018 to undertake a study of Mannus Lake for the purpose of better understanding the cause of the algal blooms and recommending measures to mitigate future algal blooms.

Draft Mannus Lake Blue-Green Algae Management Policy

The Draft Mannus Lake Blue-Green Algae Management Policy as attached to this report is intended to guide Council on the management and response to BGA blooms.

The policy commits Council to the effective management of algal blooms in Mannus Lake to reduce the risk to public health in accordance with the *National Health and Medical Research Council Guidelines for Managing Risk in recreational Water*.

This includes identifying and responding to BGA blooms in a quick, efficient and well planned way.

The policy also commits to water monitoring and testing along with ensuring that appropriate warning signage is posted and assisting with domestic water supply to affected landholders.

Blue-Green Algae

Low levels of blue-green algae are generally present in freshwater at all times. Where a series of favourable environmental factors occur, including: warm water temperatures, sunny days and plenty of nutrients, a blue-green algae bloom can result.

Different types of blue-green algae favour different kinds of water conditions, some prefer flowing water, while others prefer still water. Many algae types also grow well under stratified conditions within a water body.

Once a blue-green algal bloom occurs, there is very little that can be done to stop it. Frequent testing of algal levels helps with decision-making and communication with affected residents.

UTS Study

The interim UTS Study report indicated that the cause of the algal blooms was related to persistent thermal stratification in the lake in the presence of sufficient nutrients. Measures to control algal blooms comprise both short-term and long-term actions, as briefly summarised below:

Short Term: Blooms occur with the establishment of persistent thermal stratification, as such, artificial mixing should reduce or stop the blooms from occurring in the short-term. Mixing also serves to maintain oxygen throughout the water column, preventing the release of nutrients from sediments under anoxic conditions. It should be understood that some algae did bloom under a more mixed water column.

Long-Term: Whilst mixing in the lake may prevent blooms from occurring, measures to reduce or compete for nutrients entering the lake from the catchment will prevent algal growth. Through limiting the entrance of nutrients in Mannus and Munderoo Creeks, the promotion of macrophyte growth (aquatics plants growing in or near water) and the use of riparian vegetation along the creeks, algal blooms will be controlled. These measures control the quantity of nutrients necessary for algal blooms to proliferate.

Mechanical Mixer

Artificial mixing is a commonly used approach to mitigate the development of algal blooms. The aim of artificial mixing is to eliminate stratification within a water body, which affects the growth of algae. Through the circulation of oxygenated water, the development of anoxic zone in a lake is minimised, preventing the release of sediment bound nutrients.

Council has completed a technical peer review of the UTS Study interim report and is seeking to secure funding for the supply and installation of a mechanical mixer to reduce the risk of algal blooms in Mannus Lake.

A summary of the outcomes of the peer review and the steps to secure funding for the design, supply and installation of a mixer on the Lake are as follows:

- A mechanical draft-tube type mixer is considered to be the most cost-effective option for Mannus Lake
- For Mannus Lake, which has an approximate capacity of 2400 megalitres, a hydraulic mixing input of at least 500 watts would be required. Mannus Lake has a long length to width ratio. The Lake is some 2000 metres in length and the average width is approximately 150 m. This may necessitate somewhat greater mixing energy to reach across the full length
- Considering the above, it is proposed to proceed with a pontoon mounted vertical draft tube mixer. The impeller diameter is approximately 2.5 metres, based on the draft tube cross-sectional area. The design flow velocity of the mixer impeller is 0.5 m/s, which is considered adequate for the Mannus Lake mixing requirements.
- It is intended that the mixer will be installed 150m upstream of the Mannus dam wall, which is the deepest part of the Lake. This is considered appropriate, based on operation of other mixer destratification systems. The deepest parts of the Lake will suffer the greatest from thermal stratification, as such, positioning the mixer in this region is justified.

- The estimated cost to supply and install a mixer, inclusive of mounting pontoon and access platforms, anchoring ballast and cables, electrical installation and control system, is \$260,000.

Mechanical mixing takes time to effect destratification and can be weeks to months depending on mixing power input. Mixing should be employed well in advance of projected bloom periods to prevent algal blooms.

Upgrades for Signage at Mannus Lake

The Mannus Lake User Group has previously expressed concern over the warning signage at Mannus Lake; this signage should clearly indicate the alert status and the implications.

Council Officers have been exploring signage upgrade options and it is proposed to install additional upgraded signage next month (November). Provisionally, it is estimated that \$10,000 should be sufficient to cover the cost of the signage upgrades.

Forthcoming Action

The installation of a mechanical mixer was determined to be the most appropriate short-term solution to mitigate blue-green algal growth within Mannus Lake; however, Council is unlikely to have a mechanical mixer installed prior to the upcoming summer due to funding.

Funding for the supply, installation and commissioning of the pontoon mounted mixer is currently being sought by relevant state government bodies.

Strategies implemented during past summer seasons will need to be implemented to prepare for and respond to a potential algal bloom.

Council continues to collect water samples from the lake for testing. Alert levels and water testing results will also continue to be undated on the Council website.

Council will keep users updated as more information regarding funding options is received.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

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

Operational Actions

3.4.1 Collect samples and test public water supply as required by legislation

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Council is exploring options for the mitigation of algal blooms in Mannus Lake, demonstrating commitment to protecting public health.	Community expectation that immediate action is necessary to address the concerns.
Environmental	Council is exploring options for the mitigation of algal blooms in Mannus Lake, demonstrating commitment to protecting the environment.	Expectation may be that Council acts to address the matter immediately to protect the environment.

	Positive	Negative
Economic	Council is exploring options for the mitigation of algal blooms in Mannus Lake, demonstrating commitment to protecting Mannus Lake as a tourist destination in Tumbarumba.	Algal blooms may result in the inability to provide water for stock and to irrigate, as well as restrict water for domestic use.
Governance	Council manages algal blooms in accordance with industry guidelines.	Nil

Financial and Resources Implications

Financial implications of the proposed actions in this report include:

1. \$5,000 for Water Testing.
2. \$15,000 for water supply for domestic purposes
3. \$10,000 for signage upgrades

Council is seeking external funding opportunities for the supply and installation of a mechanical mixer.

Costs and Benefits:

The costs associated with mitigation, routine sampling, the provision of water supply and signage upgrades is considered minimal when compared with the benefit of reducing the risk of algal blooms and the early detection of algal blooms and prompt notification to residents.

Policy, Legal and Statutory Implications:

Council is required to manage algal blooms under the Department of Industry approval conditions for the operation of Mannus Dam.

Condition 34 of Council's approval to operate Mannus Dam (Lot 2//608847) states: If an algal scum is visually observed, the approval holder [Council] must undertake water sampling and testing. If the analysis reveals toxic levels, the approval holder must erect appropriate warning signs and provide the NSW Office of Water with a copy of water testing results.

Section 356 of the Local Government Act 1993 prescribes requirements for Councils to provide financial assistance to others. Council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

The draft Mannus Lake Blue-Green Algae Management Policy is intended to formalise the strategies implemented in previous summers.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Council is responsible for managing the water quality of Mannus Lake within the limitations imposed under the DOI Water approval.

When an algal bloom occurs, there is little that can be done to stop it. The use of a sampling program does assist with the early detection and response by Council to an algal bloom.

The installation of a suitable mechanical mixer is expected to lower the likelihood of algal bloom incident for the community.

OPTIONS:

1. Council could choose to allocate \$260,000 for the mechanical mixer from its own general fund reserves.
2. Council not approve the recommendations.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council communicates with the Mannus Lake user group, which comprises interested parties including to downstream residents and state government contacts.

In the event of an algal bloom, communication with the community will continue through media channels, the user group, and website updates to keep users informed of the latest sampling results.

Attachments

- 1 Draft Mannus Lake Blue-Green Algae Management Policy (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.4 BATLOW SHOWGROUND - SUPPLY OF WATER FOR IRRIGATION FOR RUGBY LEAGUE FIELD**

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

EXECUTIVE SUMMARY:

Council has received numerous enquiries regarding the availability of water to irrigate the Batlow Rugby League Field at the Batlow showgrounds.

The field has enjoyed increase utilisation resulting from the increase in participation in summer field sports over the past few years, in particular the reforming of the Batlow Tigers Pub 9's club which utilises the field for training during the peak summer months.

This report investigates the options for the supply of water to the field for irrigation during the summer to ensure the grounds are kept in a fit for purpose condition to maximise use and user safety.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the supply of water for irrigation for the Batlow Rugby League Field.**
- 2. Approve the installation of a new raw water pipeline, suitable access point and connections required to supply raw water to the Batlow Rugby League Field funded from the water reserve**
- 3. Adopt allocating additional funding for the maintenance of the Batlow Rugby League Field, noting the additional funding to maintain the field will be considered as part of the Quarterly Budget Review process**
- 4. Note that any irrigation will be subject to water restrictions where applicable.**
- 5. Endorse entering into discussions with the users to facilitate the irrigation of the field once established ensuring that Council adheres to the requirements for the appropriate management of volunteers.**

BACKGROUND:

The Batlow Rugby League field is situated within the Batlow Memorial Park complex and occupies a portion of the area designated as the Batlow Showground.

The showground and field does not currently have an irrigation supply to keep the field in good condition for users during the hotter summer months.

Council has received numerous requests from representatives of the Batlow football club to establish an irrigation system to ensure that the ground can be kept in a fit for purpose condition that maximises utilisation, aesthetics and user safety during the hotter summer months.

It is understood that treated effluent was once used to irrigate the ground, but this was turned off due to health and safety concerns.

To make the treated effluent safe for reuse for irrigation (potential direct human and animal contact) and comply with the enhanced regulations, significant upgrades would be required to the treatment plant costing in the order \$200,000.

The ongoing increase in operational costs (power and chemicals) along with the monitoring requirements such as ongoing soil testing, disinfection and managing lay off periods also adds to cost of making this water available for reuse.

The reuse of the treated effluent is in keeping with the community's desire to contribute positively to the environment by reducing water consumption, however is not considered to be an economic or practical solution at this time.

This report proposes a suitable alternative being the supply of raw water to the field for the purpose of irrigation.

REPORT:

Council's current water licence for the supply of Town Water for Batlow has sufficient capacity for the provision of water to the showgrounds for irrigation. The licence currently allows for the extraction of 516ML per annum of which we currently use around 260ML. It is estimated that irrigating the sportsground would consume an additional 10ML per annum.

There a number of risks identified to use our current licence allocation to supply water for irrigation being:

- the interpretation of 'Town Water Supply' and if it allows for irrigation – the licence limitations are not clear on this
- the supply of water for irrigating the sports field will be subject to water restrictions. If water restrictions are applied at anytime, Council may not be able to supply water to the field.

The capital and operational costs for providing raw water (not treated) utilising some of the capacity in our existing licence are summarised below:

- Installation of a new raw water pipeline and suitable access point \$30,000 (once off capital cost)
- Water connection fees and charges (internal charges) for a 100mm diameter connection \$3,500
- Water consumption based on 10ML per annum, \$8,800 (estimated)
- Mowing and weed control – additional once per month due to irrigation of field \$10,000 per annum
- Irrigation – moving sprinkler and hoses and/or travelling sprinklers \$10,000 per annum however Council has the option of partnering with the users of the field to undertake this task

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

5.6.1 Develop service level agreements for open spaces

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Access to open space turf areas improves the wellbeing of the community.	
Environmental	Irrigation practices of open spaces must be prudent and in keeping with responsible water management practices and restrictions when in place.	Increased water consumption.
Economic	Fit for purpose irrigation of open spaces greatly enhances the aesthetics of the place, adding to its vibrancy and attractiveness for residents and visitors.	Additional costs will be incurred for the installation of the water main and the ongoing maintenance costs.
Governance	Partnering with field users will enhance council's relationship with the community and promote ownership and pride of the open space and facility.	Impact of potential water restrictions on irrigation ability. Risk associated with utilising town water for irrigation.

Financial and Resources Implications

This proposal requires a capital investment to be funded from the Water Reserve of \$33,500 being for:

- Installation of a new raw water pipeline and suitable access point \$30,000 (once off capital cost)
- Water connection fees and charges (internal charges) for a 100mm diameter connection \$3,500

This proposal will require the establishment of an annual budget for the operation of the irrigation, estimated as being:

- Water consumption based on 10ML per annum, \$8,800
- Mowing – additional once per month due to irrigation of field \$10,000 per annum
- Irrigation – moving sprinkler and hoses and/or travelling sprinklers \$10,000 per annum – noting that there may be interest from the users to assist with this.

Policy, Legal and Statutory Implications:

Council's current water licence for the supply of Town Water for Batlow has sufficient capacity for the provision of water to the showgrounds for irrigation. The licence currently allows for the extraction of 516ML per annum of which we currently use around 260ML. It is estimated that irrigating the sportsground would consume an additional 10ML per annum.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There a number of risks identified to use our current licence allocation to supply water for irrigation being:

- The interpretation of 'Town Water Supply' and if it allows for irrigation – the licence limitations are not clear on this
- The supply of water for irrigating the sports field will be subject to water restrictions. If water restrictions are applied at any time, Council may not be able to supply water to the field.

OPTIONS:

Council may opt not to approve the installation of any irrigation at the field.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Both council staff and Councillors have been approached by representatives of the Batlow community and field user groups to explore the option of irrigation.

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS**10.5 DRAFT HOME DIALYSIS REBATE POLICY - FEEDBACK FROM PUBLIC EXHIBITION**

REPORT AUTHOR: COORDINATOR WATER & WASTEWATER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Snowy Valleys Council exhibited the Draft Dialysis Rebate Policy for public feedback following the 15 August 2019 Ordinary Meeting of Council.

One submission was received from the community.

This report proposes minor amendments to the draft Dialysis Rebate Policy in response to this submission and seeks for Council to adopt the amended policy.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the Home Dialysis Rebate Policy**
- 2. Note the submission received in response to the Draft Dialysis Rebate Policy being placed on public exhibition**
- 3. Adopt the amended Dialysis Rebate Policy**
- 4. Write to the resident who made the submission, thanking them for their input and advising them of the outcome of their submission**

BACKGROUND:

Snowy Valleys Council exhibited the Draft Dialysis Rebate Policy for public feedback following the 15 August 2019 Ordinary Meeting of Council (Council Resolution M221/19).

The *Home Dialysis Rebate Policy – For Public Exhibition* report, from the 15 August 2019 Ordinary Meeting of Council can be consulted for further details regarding this policy.

REPORT:

Considering the feedback from a resident during the period of public exhibition, the following amendments to the draft Dialysis Rebate Policy are proposed:

- The quarterly allowance of 30 kilolitres be increased to 100 kilolitres
- The minimum water consumption requirement be removed
- A comment be inserted, indicating that there will be no cumulative water allowance between quarters

The fixed quarterly allowance approach will remain, as opposed to the statutory declaration allowance approach.

Rationale for Amendments

The submission, attached to this report under separate cover, indicated that the most common nocturnal home dialysis treatment regime requires 337 kilolitres of water per annum, and that a statutory declaration approach ensures that Council only subsidises the water used by residents for each particular regime of treatment.

Increasing the allowance from 30 kilolitres to 100 kilolitres per quarter ensures that the common nocturnal home dialysis treatment regime is covered, and this brings the allowance into line with the maximum free allowance indicated in NSW Kidney Health Australia publication (see submission attached).

The approach whereby a statutory declaration is received each financial year, indicating the annual water consumption for the home dialysis equipment, is not administratively favoured.

Fixed quarterly rebates enable a more efficient service provision by Council, whilst addressing the concern of only providing customers with a rebate at the end of each financial year, and addressing the matter of handling rental properties.

The increased quarterly allowance is considered appropriate to compensate for the statutory declaration approach, as it supports the ideal principle of 'no out of pocket expenses' for home dialysis, whilst ensuring efficient service delivery and administration by Council.

Removing the minimum water consumption requirement simply ensures that where a dialysis patient's use is less than 100 kilolitres in a given quarter, they are still able to receive a rebate.

Coupled with this is a comment necessary to indicate that allowances are not cumulative between quarters.

Policy Amendments

The below amendment is written into the policy as follows:

Council will apply a 100 kilolitre allowance prior to the issuing of the quarterly water account, with this allowance being shown as a credit. Should less than 100 kilolitres be used in a quarter, only the quarterly consumption will be permitted as an allowance. The 100 kilolitre water allowance shall not be cumulative between quarters.

The amended application form and policy are attached to this report.

The above approach is considered acceptable for balancing the feedback from the customer with requirements from Council.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Provides financial relief supporting customers who depend on home dialysis, assisting with quality of life.	Nil
Environmental	Minimal impact on quantity of water extracted from water sources; ensures Council is using water responsibly in a manner commensurate with societal needs.	Nil
Economic	Providing water services to community at an appropriate cost	Negligible

	Positive	Negative
	considering circumstances necessary for living.	
Governance	Council provides and regulates appropriate water management systems.	Nil

Financial and Resources Implications

This policy will result in a very minor loss of income for water consumption depending upon the number of customers using home dialysis. Although the quarterly allowance has increased from 30 kilolitres to 100 kilolitres, with very few customers potentially making use of this policy, the financial impact to Council is considered to be negligible.

The application process requires written evidence from a registered medical practitioner or hospital indicating that the resident is required to undertake home dialysis treatment, as such, there is reduced scope for misuse of the rebate.

The adoption of a streamlined method of applying rebates enables the efficient processing of applications by Council employees.

Costs and Benefits:

The expected costs of introducing this policy are negligible.

The expected benefits include: increased efficiency of service, social/community benefits enabling residents requiring such dialysis to remain in their own home, and reputational benefits for Council as a compassionate organisation regarding health matters.

Policy, Legal and Statutory Implications:

There is no requirement for Council to provide a water rebate for home dialysis residents.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Not applicable; Council is not obligated to provide a rebate. The policy limits options for misuse by residents.

OPTIONS:

Council can choose to either:

- endorse the amended Home Dialysis Rebate Policy;
- not endorse the amended Home Dialysis Rebate Policy;
- amend the policy further and subsequently endorse the amended Dialysis Rebate Policy.

Note: Council is not obligated to provide a rebate to home dialysis customers.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

External consultation was undertaken through public exhibition, as follows.

- Media: newspaper, website and libraries
- Exhibition opened: 23 August 2019
- Exhibition closed: 23 September 2019

One submission was received, which is the subject of the amendments proposed in this report.

Attachments

- 1 20190920 Submission from resident (under separate cover) [⇒](#)
- 2 Draft Dialysis Rebate Policy - Amended (under separate cover) [⇒](#)
- 3 Draft Dialysis Rebate Application Form - Amended (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS

10.6 DRAFT DRINKING WATER QUALITY POLICY - PUBLIC EXHIBITION

REPORT AUTHOR: COORDINATOR WATER & WASTEWATER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Snowy Valleys Council exhibited a draft Drinking Water Quality Policy for public feedback following the 15 August 2019 Ordinary Meeting of Council.

No submissions were received from the community.

The policy is now presented to Council for adoption, with no amendments.

RECOMMENDATION:

THAT COUNCIL:

1. **Receive this report on the Drinking Water Quality Policy**
2. **Note that no submissions were received during the exhibition period for this policy**
3. **Adopt the Drinking Water Quality Policy.**

BACKGROUND:

Snowy Valleys Council exhibited a draft Drinking Water Quality Policy for public feedback following the 15 August Ordinary Meeting of Council 2019 (Council resolution M220/19).

The *Drinking Water Quality Policy – For Public Exhibition* report, from the August 2019 Ordinary Meeting of Council, can be consulted for further details regarding the policy.

REPORT:

No feedback was received during the period of public exhibition for the draft Drinking Water Quality Policy, as such; the policy has not been amended.

The policy is now presented to Council for adoption.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

3.5 Partner and support other agencies to protect local fauna and biodiversity ecosystems

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensures continuous potable water supply to the community.	Nil
Environmental	Ensures water is used in a sustainable manner and that waste from treatment is	Nil

	Positive	Negative
	managed appropriately.	
Economic	Providing water services to the community at an appropriate cost.	Nil
Governance	Council provides appropriate water management systems in line with best practice management and NSW Health requirements.	Nil

Financial and Resources Implications

The implementation of the Drinking Water Quality Policy is part of Snowy Valleys Council's water supply capital, operations, and maintenance expenses.

Costs and Benefits:

Benefits: The Drinking Water Quality Policy ensures that water quality is managed using a holistic and proactive risk management approach.

Costs: The implementation of the Drinking Water Quality Policy is part of Snowy Valleys Council's water supply capital, operations, and maintenance expenses.

Policy, Legal and Statutory Implications:

The NSW Public Health Act 2010 requires water suppliers to produce a Quality Assurance Program (QAP), also known as a Drinking Water Management System, for the supply safe drinking water to its customers.

The Drinking Water Quality Policy is the administrative policy for the Drinking Water Management System.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Drinking Water Quality Policy, with the Drinking Water Management System (DWMS), forms the quality assurance program for managing risk in the Council drinking water supply systems.

OPTIONS:

Council is legally required to operate under a DWMS, as such; the development of a Drinking Water Quality Policy is required.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

External consultation regarding the policy was undertaken through public exhibition, as follows:

- Media: newspaper, website and libraries.
- Exhibition opened: 23 August 2019
- Exhibition closed: 23 September 2019

No submissions were received.

Attachments

- 1 Draft Drinking Water Policy (under separate cover) ⇨

10. MANAGEMENT REPORTS**10.7 DRAFT ZERO WASTE STRATEGY - FEEDBACK FROM PUBLIC EXHIBITION**

REPORT AUTHOR: WASTE MANAGEMENT & STRATEGY OFFICER
RESPONSIBLE DIRECTOR: ACTING DIRECTOR ASSETS AND INFRASTRUCTURE

EXECUTIVE SUMMARY:

Snowy Valleys Council exhibited the Draft Zero Waste Strategy for public feedback following the 15 August 2019 Ordinary Meeting of Council.

Council received two submissions which provided positive feedback and some very useful suggestions.

The feedback primarily referred to the implementation of the strategy and therefore will be considered in the *Action Plan* which will follow the adoption of this strategy.

Accordingly there were no changes made to Draft Zero Waste Strategy and this report now seeks adoption of the strategy.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the adoption of the Zero Waste Strategy**
- 2. Note the submissions received within the exhibition period on the Draft Zero Waste Strategy**
- 3. Approve the Zero Waste Strategy, noting that the implementation of the initiatives referred to in the strategy will managed in accordance with Councils Project Management Framework and Methodologies along with the appropriate budgeting processes.**
- 4. Acknowledge submissions, thanking them for their input and advising them of the outcome of their submission**

BACKGROUND:

Snowy Valley Council has sought to redesign its Waste and Recycling services to achieve better landfill diversion in an economically and environmentally sustainable way.

As such, the Council commissioned the development of a strategy as a roadmap to a future where waste materials are managed as resources, where jobs are created in the reuse and recovery sector and where disposal to landfill is avoided and ultimately eliminated.

Following the submission of the Draft Zero Waste Strategy to the 15 August 2019 Ordinary Meeting of Council (Council Resolution M217/19) the Strategy was placed on public exhibition seeking comment and feedback for consideration.

REPORT:

The draft Zero Waste Strategy was placed on public exhibition with two submissions received.

These submissions provided some positive comments and suggestions which will be considered in the future for any associated Action Plan.

A copy of the submissions is attached to this report under separate cover.

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

3.3.1 Develop and implement a Waste and Recycling Strategy

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Strategic planning of essential Council services, with due public consultation, enhances the quality and relevance of decision making by Council. Ensuring adequate services are provide to the community.	Nil
Environmental	Ensuring appropriate waste management and resource recovery services are in place	Nil
Economic	Providing waste services to all areas of our community at an appropriate cost	Some service areas are cross-subsidised by other locations due to economies of scale.
Governance	Council provides and regulates appropriate waste management systems in line with best practice management	Minority of customers may not want to be included within a waste service area

Financial and Resources Implications

Allocations for funding will be considered in subsequent budgets for the implementation of the strategy once the actions have been identified and agreed for the delivery of the strategic directions as identified in the strategy.

Costs and Benefits:

Snowy Valleys Council is striving for a zero waste to landfill and generates an innovative community where waste avoidance at home and in the workplace is driven and encouraged by a progressive Council that leads by example in procurement policies and best practice waste management. The desire to create a sustainable and resilient place to live has made use of the circular economy principles for materials which has generated new business and employment whilst saving cost for Snowy Valleys Council and residents.

Policy, Legal and Statutory Implications:

The development of Snowy Valleys Council Zero Waste Strategy aligns the council with state a national waste policies and targets specifically:

- *The National Waste Policy 2018*
- *NSW Waste Avoidance and Resource Recovery Strategy 2014–21*
 - Specific targets include: By 2021-22 increase recycling rates for:
 - MSW from 52% (in 2010-11) to 70%
 - C&I from 57% (in 2010-11) to 70%
 - C&D from 75% (in 2010-11) to 80%
- *REROC Regional Waste Management & Resource Recovery Strategy 2014-2021*

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Council can choose to either:

- adopt the endorse the Snowy Valleys Council Zero Waste Strategy
- not approve the Snowy Valleys Council Zero Waste Strategy
- amend the Strategy and subsequently adopt the amended Snowy Valleys Council Zero Waste Strategy.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Following the initial consultation on the draft Strategy with Councillors, residents and the business community as outlined in the 15 August 2019 report to Council, further external consultation has been undertaken through public exhibition as follows:

- Media: newspaper, website and libraries
- Exhibition opened: 23 August 2019
- Exhibition closed: 23 September 2019

Attachments

- 1 Submission 1 to Draft Zero Waste Strategy (under separate cover) ⇨
- 2 Submission 2 to Draft Zero Waste Strategy (under separate cover) ⇨
- 3 Draft Zero Waste Strategy (under separate cover) ⇨

10. MANAGEMENT REPORTS**10.8 ADOPTION OF SNOWY VALLEYS COUNCIL DEVELOPMENT CONTROL PLAN 2019**

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

EXECUTIVE SUMMARY:

As part of the One SVC theme there is a need to provide a consistent approach to the assessment of development proposals across the SVC region. The creation of a single Development Control Plan (DCP) replacing the two current plans that are conflicting and outdated is essential to facilitate consistency. A Draft DCP was exhibited from 26 July to 26 August 2019 (see Attachment 2 for a copy of the exhibited Draft DCP).

This report recommends that Council adopt a final DCP subject to recommended changes resulting from considerations of matters raised in submissions received as a result of the public exhibition

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Development Control Plan 2019 from the Acting Director Strategy, Community and Development**
- 2. Adopt the Snowy Valleys Development Control Plan 2019 with the recommended changes as outlined in Column 5 'Proposed Changes' in Attachment 1 'Consideration of Submissions' to this report to the exhibited Draft Development Control Plan.**
- 3. Give public notice of its decision to adopt the Snowy Valleys Development Control Plan 2019, with changes, in the local newspapers within 28 days so that the DCP comes into effect on the date that public notice of its approval is given in the local newspapers in accordance with the requirements of the Environmental Planning & Assessment Regulation 2000.**
- 4. Publish Council policies, specifications and design manuals referred to in the Snowy Valleys Development Control Plan 2019 to Council's web site so they can easily be sourced by the public**

BACKGROUND:

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

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

The draft DCP was presented at a Councillor workshop on 4 July 2019. There was extensive discussions regarding the inclusions of a Tree Preservation Order (TPO) in the DCP as per the Notice of Motion from the June Council meeting. Staff presented a review of the resources required to administer the previous Tumut Shire TPO which was repealed in 2005, and other Council's TPO's of a similar size. Also liability issues associated with the introduction and management of a TPO were discussed. An alternative to promote the National Register of Significant Trees administered by the National Trusts of Australia as part of the place based planning projects was preferred at the workshop. This would allow the local community to identify significant trees and to nominate the tree(s) to be placed on the register to protect the trees. Addressing of this issue will be reported to Council in the future.

The Draft DCP was exhibited in accordance with the provisions of the Environmental Planning & Assessment Regulation 2000.

REPORT:

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

Submissions Received as a Result of the Public Exhibition

Submissions were to be received by the close of the exhibition period on 26 August 2019. Requests were made for extensions to allow late submissions. These were granted and the most recent submission was received on 19 September 2019.

Six (6) submissions were received from the public. There are also changes recommended by staff from Development and Environment and Survey and Design (see Attachment 1 to this report).

Topics covered in the submissions included:

- Car parking standards
- References to existing Local Environmental Plans (LEPs)
- Sustainability requirements
- Building lines for garages and carports
- Clarification of potable water requirements
- What constitutes a lot in terms of calculating lot size
- Building envelope sizes for dwellings in rural areas
- Format of maps and diagrams
- Staff delegations
- Connections to existing water and sewer mains
- Stormwater design requirements
- Rural workers dwellings
- Signage
- References to Council documents and standards
- Character of commercial development adjacent to public spaces
- Relationship to adopted Council strategic planning documents
- Exhibition and consultation requirements for types of developments
- Cut and fill
- Erection of hoardings
- Landscaping provisions
- Use of new technologies
- Fencing
- Separation within medium density development
- Jurisdiction in respect of agricultural spraying (see Attachment 1 to this report).

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

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

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

Financial and Resources Implications

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

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

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

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

1. *Following the preparation of a draft development control plan, the council:*
 - (a) *must give public notice in a local newspaper of the places, dates and times for inspection of the draft plan,*

(b) must publicly exhibit at the places, on the dates and during the times set out in the notice:

(i) a copy of the draft plan, and

(ii) a copy of any relevant local environmental plan or deemed environmental planning instrument, and

(c) must specify in the notice the period during which submissions about the draft plan may be made to the council (which must include the period during which the plan is being publicly exhibited).

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

Council has met those legal requirements including the endorsement of Council for the public exhibition of the Plan.

Finalisation procedures for Development Control Plans is also specified in the Environmental Planning Regulation 2000 as follows:

1. *After considering any submissions about the draft development control plan that have been duly made, the council:*

(a) may approve the plan in the form in which it was publicly exhibited, or

(b) may approve the plan with such alterations as the council thinks fit, or

(c) may decide not to proceed with the plan.

2. *The council must give public notice of its decision in a local newspaper within 28 days after the decision is made.*

3. *Notice of a decision not to proceed with a development control plan must include the council's reasons for the decision.*

4. *A development control plan comes into effect on the date that public notice of its approval is given in a local newspaper, or on a later date specified in the notice.*

This report and recommendations ensures that the procedures of the Environmental Planning Regulation 2000 have been complied with.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

OPTIONS:

As specified above the Council can approve the DCP as exhibited, amend the DCP or decide not to proceed with the DCP. This report recommends that the DCP be amended as a result of considerations of submissions and adopted.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

The Draft DCP was exhibited for 28 days. Formal notification of the exhibition was advertised in locally circulating newspapers. Building industry organisations and, surveyors were specifically notified of the exhibition. The Chambers of Commerce were not specifically notified but submissions were received from members of both Chambers.

Attachments

- 1 Final Draft Development Control Plan 2019 (under separate cover) [⇒](#)
- 2 Consideration of Submission - Draft Development Control Plan 2019 (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.9 DRAFT COMMUNITY PARTICIPATION PLAN 2019 FOR PUBLIC EXHIBITION**

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

EXECUTIVE SUMMARY:

A Community Participation Plan (CPP) is intended to make it easier for the community to understand how to participate in planning matters in NSW. The requirement to prepare a CPP applies to relevant planning authorities under the Environmental Planning and Assessment Act 1979 (EP&A Act).

To reduce the need for multiple community documents, councils have the option to use an existing Community Strategic Plan (CSP) or Community Engagement Strategy (CES) under section 402 of the LG Act to satisfy the requirements of a CPP.

It is proposed to amend Council's CES by including the CPP (which will collectively become known as the CPP) that must then be exhibited for 28 days in accordance with the minimum public exhibition requirements for a draft CPP in Schedule 1 to the EP&A Act.

THAT COUNCIL:

- 1. Receive the report on the Draft Community Participation Plan 2019 from the Acting Director of Strategy, Community & Development.**
- 2. Endorse the public exhibition of the Draft Snowy Valleys Community Participation Plan in accordance with the requirements of Schedule 1 Community participation requirements of the Environmental Planning & Assessment Act 1979**

BACKGROUND:

Council adopted its Community Engagement Strategy (CES) in August 2017. The draft CPP incorporates the CES.

Minimum requirements for CCPs are articulated by the NSW Government as follows:

- Detail how and when a planning authority will undertake community participation when exercising relevant planning functions as specified in section 2.21 (2) of the EP&A Act.
- Have regard to the community participation principles outlined in section 2.23 (2) of the EPM Act.
- Set out the minimum mandatory public exhibition timeframes and notification requirements for the planning authorities' relevant planning functions as per Schedule 1 of the EP&A Act and acknowledge that there are mandatory notification requirements provided in the regulations, the EP&A Act and potentially a CPP.
- Be publicly exhibited for a minimum of 28 days.
- Be published on the NSW planning portal by 1 December 2019

REPORT:

A CPP must set out how and when a planning authority will engage with its community on the planning functions it performs. A CPP must also set out the minimum public exhibition timeframes

relevant to the planning authority that are provided in Schedule 1 to the EP&A Act. All other requirements for a CPP are set out in Division 2.6 of the EP&A Act.

It is important to note that a CPP should describe at a high-level, how and when a planning authority engages in its planning functions. It does not need to outline specific engagement strategies for each type of planning proposal or project.

Part 1 of the document incorporates Council's adopted CES. Part 2 is designed to make participation in planning clearer for the Snowy Valleys Council community. It does this by setting out in one place how and when community members can participate in the planning system and participation functions for different types of proposals.

It is recognized that councils undertake the majority of community participation initiatives on behalf of local and regional planning panels and Council's CPP will apply to proposals considered by those bodies.

A CPP will be considered valid if the plan has not been challenged in proceedings commenced in the Land and Environment Court (LEC) within 3 months of it being published on the NSW planning portal.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

1.9.4 Prepare and lodge Community Consultation Plan by December 2019

SUSTAINABILITY ASSESSMENT:

The CPP project is an activity identified in Council's Operational Plan with a timeframe requiring the CPP being lodged by December 2019.

	Positive	Negative
Social	Ensure it is easier for the SVC community to understand how to participate in planning matters.	
Environmental		Nil
Economic	Facilitate community comment on whether development proposals are sympathetic to the SVC natural environment.	Nil
Governance	Provide participation opportunities to the community at an appropriate cost.	Participation can impose short term costs that are outweighed by long term benefits.

Financial and Resources Implications

The CPP project is State funded and has relied on both staff resources and the engagement of a consultant.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

The production of a CCP is regulated by the NSW Government through the Environmental Planning and Assessment Act, 1979.

Draft CCPPs must be publicly exhibited in accordance with the requirements of the Environmental Planning and Assessment Act (see extract below).

2.23 Community participation plans—preparation

(1) A planning authority to which this Division applies is required to prepare a community participation plan about how and when it will undertake community participation when exercising relevant planning functions (subject to this section).

Note. Schedule 1 requires a proposed plan to be publicly exhibited for at least 28 days.

(2) A planning authority is to have regard to the following when preparing a community participation plan:

- (a) The community has a right to be informed about planning matters that affect it.*
- (b) Planning authorities should encourage effective and on-going partnerships with the community to provide meaningful opportunities for community participation in planning.*
- (c) Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning.*
- (d) The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.*
- (e) Community participation should be inclusive and planning authorities should actively seek views that are representative of the community.*
- (f) Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made.*
- (g) Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views have been taken into account).*
- (h) Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development.*

This report and recommendations ensures that the procedures of the Environmental Planning and Assessment Act 1979 have been complied with.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Adoption of a new CPP will reduce risks that are primarily related to compliance with legal requirements and the achievement of good governance in respect of development proposals and strategic planning.

OPTIONS:

Realistically there are no options regarding the exhibition of the Draft CPP as it is a legislative requirement.

Council could resolve not to combine the Community Engagement Strategy and Community Participation Plan into one plan and to exhibit a standalone CPP which is basically Part 2 of the CPP recommended to be exhibited.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Placing the Draft CPP on exhibition will give the community an opportunity to review the document and make appropriate comment.

Attachments

- 1 Draft Community Participation Plan 2019 (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.10 ROTH'S CORNER MEDICAL CENTRE EXPRESSION OF INTEREST**

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

EXECUTIVE SUMMARY:

Council has been seeking a doctor to replace the current lessee and operator of the medical practice at the Roth's Corner Medical Centre in Tumbarumba. To assess interest and possible services that could be provided, an Expression of Interest for the Medical Centre was released.

The purpose of this report is to detail responses received and outline possible next steps.

RECOMMENDATION:**THAT COUNCIL:**

1. That the report on Roth's Corner Medical Centre Expression of Interest from the Acting Director Strategy, Community and Development be received
2. Note that Council has received four formal expressions of interest; two to lease the centre, one from a medical practitioner to purchase the centre and one submission on behalf of the Tumbarumba community to purchase the centre.
3. Not accept any expressions of interest to purchase the site, including the submission by the Tumbarumba Community.
4. Convene a panel to assess the expressions of Interest submissions to lease the centre; consisting of:
 - a. Councillor Ham
 - b. Division Manager, Assets, Planning and Design
 - c. Coordinator Economic Development
 - d. One suitably qualified medical or healthcare professional, nominated Tumbarumba Local Health Advisory Committee
 - e. One member of the Tumbarumba community, nominated Tumbarumba Chamber of Commerce
5. Write to the submitters who were unsuccessful, thanking them for their submission and advising them of Council's decision

BACKGROUND:

Roth's Corner Medical Centre is owned by Snowy Valleys Council. It was purpose built by the former Tumbarumba Shire Council to meet the need for increased medical infrastructure to attract more doctors to Tumbarumba and provide the facilities for other associated services.

Several consulting rooms within the centre are currently leased by a General Practitioner, who operates the medical practice. This lease is due to expire and the General Practitioner has expressed an intention to cease his practice in Tumbarumba and not renew the lease. Rooms are also leased by a Pathology service and a visiting dental practice. An optometrist and other providers also visit.

Council has been seeking a doctor to occupy the premises to ensure continuity of healthcare provision. During discussions with interested parties, indications were given of interest to lease or purchase the Centre. To ensure probity and transparency and the best outcome for the Tumbarumba Community, an Expression of Interest process was undertaken.

REPORT:

Roth's Corner Medical Centre, under the current operating model, provides Council with a modest rental income, however the healthcare services provided to the community are immeasurable. Council is seeking to ensure these services remain. Doctor shortages in rural and regional areas are a significant issue and it is Council's intention to explore all options available to seek to guarantee that the community have continued access to medical services.

In late September 2019 an Expression of Interest was released seeking submissions from interested parties to operate the Centre. The preference was to seek a lessee; however respondents were also given the option to outline their interest in purchasing the property and the services they would be able to provide. This was to test the market and ensure Council were able to take into account all possible considerations during the decision-making process.

Four formal expressions of interest submissions have been received and one letter from members of the Tumbarumba community to purchase and operate the Roth's Corner Medical Centre.

The submissions received can be summarised as follows:

- Submission 1: An expression of interest to lease the premises and operate a medical centre
- Submission 2: An expression of interest to lease the premises and operate a medical centre
- Submission 3: An expression of interest to purchase the property and operate a medical centre
- Submission 4: An expression of interest to purchase the property and for it to be a community owned medical centre.

Community Purchase

Members of the Tumbarumba and Snowy Valleys community have also put forward a proposal requesting the ability to purchase Roth's Corner Medical Centre for \$1 and to be given more time to assess their options. This was signed by community members and requested time to undertake due diligence to determine the ability to form a legal entity to purchase the property.

It is imperative that the Centre continue to operate and any delay to the recruitment of a General Practitioner or suitable lessee to operate the centre may cause interruption to the provision of medical services.

Rather, it is proposed that Council include a representative from the community in the Expression of Interest assessment and decision making process and the proposed recruitment of a General Practitioner if no suitable respondent from the Expression of interest process is identified.

Council will continue to work with the Murrumbidgee Local Health District and continue to seek a General Practitioner to work as a locum in the interim if needed.

Formation of a panel to assess submissions

It is recommended that a panel be formed to assess submissions received and proceed with further discussions with any applicants that are deemed suitable. It is proposed that the panel consists of 5 members, to be nominated by the General Manager:

- One Snowy Valleys Council Councillor
- One staff delegate from Assets and Infrastructure
- One staff delegate from Strategy, Community and Development
- One suitably qualified medical or healthcare professional
- One member of the Tumbarumba community

The panel, upon unanimous vote, will determine whether to proceed with further discussions with respondents. If a decision not to proceed is reached, Council will pursue continued advertisements and actions seeking a General Practitioner to lease the premises.

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

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate healthcare services are provide to the community	There is misplaced sentiment from the Tumbarumba community that Council appears to be selling the Roth's Corner medical practice thereby removing a service facilitated by Council for the community
Environmental	None foreseen	Nil
Economic	Access to healthcare is a key driver for encouraging growth and new residents to the area. Possible income generated to Council will contribute to financial sustainability. Provide economic opportunities for a healthcare provider or General Practitioner	Nil
Governance	Process of consideration is in accordance with Local Government transparency principles.	Nil

Financial and Resources Implications

There may be a financial cost if Council needs to further advertise for a General Practitioner.

Staff resources across several divisions will also be used to assess submissions and continue discussions.

Council is currently receiving rental income from the property. The amount received in any new agreement may vary from the current amount. Council also undertakes maintenance and renewal works on the property.

Costs and Benefits:

No Immediate Cost

Policy, Legal and Statutory Implications:

At this point no agreement is being entered into, however should negotiations proceed legal counsel will be involved to ensure all legal and statutory obligations are met.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is significant reputational risk if the matter is not managed closely. There is also a risk to the provision of medical services if the process down not proceed.

Proper principles of maintenance of a Council asset also need to be adhered to

OPTIONS:

Council may choose to endorse, not endorse or vary the recommendations

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation has been undertaken. Consultation with the Murrumbidgee Local Health District and with local practitioners has also been ongoing.

Consultation and communication with the community needs to be undertaken when a decision is being considered by Council.

Attachments

- 1 Roth's Corner Medical Centre - Expression Of Interest - Submissions (under separate cover) - Confidential

10. MANAGEMENT REPORTS**10.11 ACQUISITION OF KHANCOBAN PRESCHOOL BUILDING**

REPORT AUTHOR: DIVISION MANAGER COMMUNITY SERVICES
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

EXECUTIVE SUMMARY:

Snowy Valleys Council has been approached by the Khancoban and District Children's Resource Centre Committee, with the offer of gifting the Khancoban Preschool building to the Council.

Accepting the gifting of the building and working towards a gradual update for building and regulatory compliance is the preferred option, to continue to provide an education and care service to the community.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the acquisition of Khancoban Preschool building from Acting Director Strategy, Community and Development.**
- 2. Accept the gifted Khancoban Preschool building from the Khancoban and District Children's Resource Centre Committee with stated caveat.**
- 3. Allocate \$25,000 to achieve compliance issues stated in the building and assessment report.**
- 4. Write to the Khancoban and District Children's Resource Centre Committee with thanks, advising of Council's decision.**
- 5. Delegate authority to the General Manager to give effect to the transfer.**

BACKGROUND:**History**

The building is rented by Council to operate a preschool program three days a week during school terms. The building was gifted to Khancoban Community by Snowy Hydro.

Operation of Khancoban Preschool came under Tumbarumba Shire Council in January 2015. Previous to Tumbarumba Shire Council taking over the operation of Khancoban Preschool, the operation of the preschool was under Khancoban and District Children's Resource Centre (KDCRC) and coordinated by a Volunteer incorporated committee.

In 2017, the Committee un-incorporated and is now run by a few volunteers.

Funding

Since taking over operation of the preschool the funding for State Preschools has changed and the funding is now under the State Government 'Start Strong' initiative. The NSW Government has a commitment to ensuring that all children in New South Wales can participate in 600 hours of quality preschool education in the year before school, no matter where they live or what their circumstances are.

Due to the geographical location of Khancoban under 'Start Strong' the funding received is 'Safety Net'; which is capped funding of \$134,000 each year. This funding is assured each year unless the number of four year old children attending goes below five. Under the funding the preschool days of operation have been extended from two days to three days a week. Income comprises of funding received plus family fees.

Utilisation

- Currently 20 families use the service with 22 individual children attending during the operating days of Monday, Tuesday and Wednesday each week during school terms.
- At the end of the 2018 -2019 financial year, utilisation of 17 approved child spaces each day had increased from 48% to 72%. The 72% utilisation has remained steady.

REPORT:

In July 2019, Council was approached by the KDCRC Committee to take over the building.

The offer is for the building and contents e.g. tables, chairs, equipment toys to be included. The offer also includes the money retained in their account (approximately \$16,000).

The Committee has requested a caveat from Council on the building, that if the preschool ceases to operate, the building stays in the Community for community use.

An assessment of the building by Rob Pickett Design and Planning was undertaken in August 2019. The report details the following areas:

1. Compliance

Several issues were highlighted that relate to the original fit out of the building that do not comply under Building Code of Australia and National Construction Code. A review of the report by Snowy Valleys Council Development and Environment team, highlighted that unless there is major work being undertaken to the building, Council is not required to be compliant with most of the issues outlined in the report.

The 2018 Assessment and Rating of Khancoban Preschool by the Australian Children's Education and Care Quality Authority did not highlight any of the building compliance issues as areas to address.

2. Existing Value

The estimate valued of the existing building and out building is \$253,000, not including land value.

3. Longevity of the Building

The assessment suggests that continued use of the building be considered short term due to poor energy efficiency and non-compliance with the Disability Act 2014.

4. Upgrades and Costing

Costed individually the compliance issues identified total \$40, 600.

5. Replacement Value

Estimated at \$415,000, this does not include dollar value for replacement of furniture and resources. Minimal estimation for furniture and educational resources is \$200,000.

There has been substantial work on the building done, through grants obtained by the Committee, to replace the outside gutters and drain pipes and the children's toilets, in the last three 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

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

Operational Actions

1.2.4 Maintain National Childcare Quality Standards across Children's Services outlets

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The provision of a preschool provides social opportunities for children and families.	Nil
Environmental	Nil	Building assessment identified environmental compliance issues with building.
Economic	Provides infrastructure and employment in the region.	Nil
Governance	Council can take ownership of the building transparently without needing to undertake procurement.	Nil

Financial and Resources Implications

The compliance issues identified have been prioritised according to purpose and estimated risk if not addressed. This could be addressed by applying for grants into the future.

Each year there is opportunity in the annual state funding rounds for funding to improve buildings through the Start Strong Capital Works Program.

Another option to address the costs is to develop a staggered plan for each financial year addressing the prioritised compliance issues.

Costs and Benefits:

The operating cost for this financial year is \$162,000. The current building rental cost is \$9,600 per year.

Whole of Life Costs for the building have been estimated as;

Remaining Useful Life: 20 years (Rob Pickett)

Operations: \$2,000

Maintenance: \$12,000

Total Fair Value: \$253,000

Annual Depreciation (assume life cycle 60 years): \$4,220

Overheads of electricity, maintenance of building, yards and gardens, and rates are part of Council's cost to operate an education and care service in this building. Acquisition of the building will reduce rental costs, with a proposed allocation of this money towards maintaining the building each year.

There are social benefits identified to the preschool, which acquiring of the building will give opportunity to offer more social events for families, as many of the families use the preschool as a place to meet and greet.

Policy, Legal and Statutory Implications:

In accordance with the Education and Care National Regulations 2011 (Division 2, Additional Provisions for Education and Care Services), Council must provide an education and care service that meets the required standards set.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Not accepting the offered building could impact on service provision, if Council was asked to move from the premises. Lack of financial resources to rebuild and time taken to construct a new purpose building could result in loss of children and families to Corryong based services.

The managing committee is small and no longer have children attending the preschool and are looking to retire from involvement in the preschool. There is risk that the building could be offered to another service or organisation if not accepted by Council.

OPTIONS:

Other possible courses of action other than the recommended one. E.g. Court costs involved, for each option specify the Financial Risks, Resource Implications etc. involved.

- Accept the gifted building, contents and money offered by the Khancoban Preschool committee.
- Do not accept the gifted building, contents and money offered by the Khancoban Preschool committee.

COUNCIL SEAL REQUIRED:

'Yes' if accepting offer, Council will need to sign for the acquisition of property.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Commence with a brief explanation as to why consultation was undertaken – that is, the purpose of the consultation that took place. This is required for both External Consultation and Internal Consultation. If you believe, in the rare circumstance that consultation was not required, discuss your views with your General Manager before submitting your Report.

Attachments

- 1 Assessment of Khancoban Preschool building by Rob Pickett Design (under separate cover) ⇨
- 2 Khancoban 5 Year Budget Khancoban 5 Year Budget Projection - Excluding & Including Rent (under separate cover) ⇨

10. MANAGEMENT REPORTS**10.12 LIBRARY FUNDING FROM NSW AND FEDERAL GOVERNMENTS**

REPORT AUTHOR: DIVISION MANAGER COMMUNITY SERVICES
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

EXECUTIVE SUMMARY:

This report provides an update to additional funding allocated to Snowy Valley Councils Libraries in 2019 and proposes to direct this funding towards the fit-out of the Batlow Library

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Additional Library Funding from NSW government from acting Director Strategy Community & Development.**
2. **Allocate the additional \$33,201 in extra library funding towards enhancing the fit-out of the new Batlow Library Project**

BACKGROUND:

Resulting from the *Renew our Libraries* campaign, in 2018 the Federal Government has promised \$60 million in funding for libraries across the state for 2019-2023.

A Riverina Regional Library meeting was held on 7 August to discuss the expenditure of the extra funding.

REPORT:

The total funding for Libraries this year is \$36,478,000 across the state of New South Wales.

For the 2019/2020 financial year, Snowy Valleys Council receives Subsidy and Subsidy Adjustment payments of \$96,123 compared to \$62,922 for the 2018 / 2019 financial year. \$33,201 is additional funding received for the 2019 /2020 financial year

At the Riverina Regional Library (RRL), August 2019 meeting it was agreed to use the first year of additional state funding on projects relevant to each council, with the remaining 3 years (2020-21 to 2022-23) on an agreed region wide program.

The acting RRL Executive Director has advised an option of a digitisation project for the remaining three years using the extra funding. SVC Tumut and Tumbarumba Libraries have already made progress in this area

In consultation with library staff the preference is to allocate the money towards the New Batlow Library Project. The budget for this project is allocated for build only, and the additional \$33,000 could be used to assist with the fit out costs and enhancing the interior amenity of the library; for example, new shelving and furniture.

If council was reluctant to allocate this funding towards the Batlow Library, consideration could be given to enhancing in-house outreach programs across the council area or additional collections (print and non-print resources).

It is considered an appropriate allocation of the money to coincide with further investment in the Batlow Library for the longer term

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

1.2.5 Deliver program of children and youth events by Library services

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

The additional Public Library Funding would contribute to the cost of the fit out for the Batlow Library Project. The costed Batlow Library project is for build only.

There is opportunity to apply for 2019 /2020 Library Infrastructure Grants program to apply for funding for the fit out of the Batlow Library project.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

In accordance with the Library Act 1939 No 40 – NSW Legislation, Section 10 f) council must expend any subsidy paid on the library services we provide.

In accordance with the Local Government Act 1993, Council Charter, states that Council must 'have regard to the long term and cumulative effects of its decisions'.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

No risks identified as this funding will be allocated under Snowy Valleys Council agreement with Riverina Regional Library.

OPTIONS:

Try to source funding through other grant opportunities for the Batlow Library project fit out. There is opportunity to apply for 2019 /2020 Library Infrastructure Grants program funding.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation

Discussion with Division Manager Community Services for update on funding use and advice on content of report.

Consultation with SVC Library Staff to seek opinion on allocation of additional funding.

Consultation with previous Coordinator of Libraries to seek opinion on allocation of additional funding.

External

Riverina Regional Library Meeting, August 2019, discussion on use of funding for 2019 / 2020 financial year and beyond.

ATTACHMENTS

Nil

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE EXTRAORDINARY MEETING - 25 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Minutes - Audit, Risk and Improvement Committee Extraordinary Meeting – 25 September 2019 from Acting Director Internal Services.**
2. **Note the Minutes of the Audit, Risk and Improvement Committee Extraordinary meeting held on 25 September 2019.**

BACKGROUND:

The objective of the Audit Risk and Improvement Committee (the 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 Terms of Reference 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 September Extraordinary meeting of the Audit, Risk and Improvement Committee the following items were discussed and considered:

- Draft Financial Statements
- Draft Special Purpose Reports
- Draft Special Schedules

As per section 10.1 Meetings of the Audit Risk and Improvement Committee Terms of Reference, the Committee will meet at least 4 times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.

This extraordinary meeting was organised to allow the committee sufficient time to determine that the annual financial statements are complete and compliant with the current accounting standards.

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:

Councils must take any relevant guidelines issued under section 23A of the *Local Government Act 1993* into consideration before exercising any of its functions. The *Internal Audit Guidelines, September 2010* have been issued under section 23A.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management is an important component of corporate governance. Risk Management is the responsibility of management with oversight by Council and the Audit, Risk and Improvement Committee. A key objective of the Audit, Risk and Improvement Committee is to ensure that processes and controls are in place to manage all types of risk. Ensuring that the Terms of Reference and the Internal Audit Guidelines are being followed will support that objective.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 20190925 - Minutes - Extra-Audit Risk & Improvement Committee (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.2 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP (DIARG) COMMITTEE MEETING - 5TH SEPTEMBER 2019**

REPORT AUTHOR: DIVISION MANAGER COMMUNITY SERVICES
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Disability Inclusion Access Reference Group from the Acting Director Strategy, Community & Development.**
- 2. Note the Minutes of the Disability Inclusion Access Reference Group (DIARG) meeting held on 05.09.2019.**
- 3. Adopt the updated Terms of Reference for the DIARG with amended clause 7.k): “A sub - committee may be formed to undertake affiliated tasks, and that minutes of the sub – committee to be presented to the Disability Inclusion Access Reference Group to form part of the Disability Inclusion Access Reference Group minutes presented to Council”.**

BACKGROUND:

The Disability Inclusion Access Reference Group (DIARG) was formed as an action of the Snowy Valleys Council, Disability Inclusion Action Plan to advise and support the achievement of the actions in the plan. At the August 2019 Council meeting the DIARG was adopted as an advisory group of Council with the following actions to achieve;

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.

REPORT:

At the monthly meeting of the DIARG the following items were discussed:

- Minutes of the 1 August 2019 meeting were accepted.

- Business arising:
Monthly meeting days to change from the 2nd to 4th Thursday of each month.
Councillors Cross and Larter have been appointed to the DIARG. Subsequent to this meeting Councillors' Ham and Cross were appointed .
- The Disability Inclusion Action Plan 2017 -2018 actions are in the operational plan for 2019- 2020. DIARG to assess and prioritise what can be achieved through DIARG.
- Activities were discussed for International Day of Disabilities in December.
Awareness of Carer's Charter to be included.
- Draft Terms of Reference to include reference of Community Welfare Committee as a subcommittee of the DIARG.
- There are issues for people walking with companion dogs and guide dogs in the off leash area of Bila Park

The next meeting will be held 26 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

Nil

Costs and Benefits:

The costs and benefits of the DIARG are intangible and contribute to enhancing the welfare and social inclusion of people with disability in the Snowy Valleys Council local government area. Tangible actions realised, are the achieved actions of the Snowy Valleys Council Disability Inclusion Action Plan.

Policy, Legal and Statutory Implications:

Disability Inclusion Act, 2014, Division 3 Disability inclusion action plans, 12 Requirement for disability inclusion action plans. Council as a *public authority* must have a plan that sets out specific measures to include people with a disability.

Local Government Act, 1993, 375 Minutes, requires Councils' to keep full and accurate minutes.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Disability Inclusion Access Reference Group Committee Meeting (DIARG) - 5 September 2019 (under separate cover) [⇒](#)
- 2 Amended Terms of Reference Disability Inclusion Access Reference Group (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.3 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP (DIARG) COMMITTEE MEETING - 26 SEPTEMBER 2019**

REPORT AUTHOR: DIVISION MANAGER COMMUNITY SERVICES
RESPONSIBLE DIRECTOR: ACTING DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Disability Inclusion Access Reference Group from the Acting Director Strategy, Community and Development.**
2. **Note the Minutes of the Disability Inclusion Access Reference Group meeting held on 26 September 2019**

BACKGROUND:

The Disability Inclusion Access Reference Group (DIARG) was formed as an action of the Snowy Valleys Council, Disability Inclusion Action Plan to advise and support the achievement of the actions in the plan.

REPORT:

At the 26 September 2019 meeting of the DIARG the following items were discussed:

- A correction to the minutes from the 5 September 2019 meeting was made to show a correction from Biloux Park to Bila Park.
- A correction to the minutes from the 5 September 2019 meeting was made to show “The building of toilets in Pioneer Park is progressing. A grant application through Tumut Rotary Club is being submitted” to, “There is a possibility of the toilets in Pioneer Park being built. The Snowy Valleys Council is applying for a grants and has asked the Rotary Club of Tumut to write a letter recommending support of the grants for the amenities to be built. The application included many reasons to support suitable accessibility for all age groups, abilities, safety and more”.
- **Other business arising from the minutes:**
 - i. Leash free areas were discussed in detail. It was agreed that there needs to be a nominated area that is designed, possibly with removable fencing and that is accessible and involves education for people who have dogs accessing the area. Research to be undertaken by members before putting a report to Council about leash free areas.
 - ii. Concerns for safety of children using the unfenced playgrounds in Rotary Pioneer Park to be raised with Council.
 - iii. International Day of Disability activities to include street stalls to raise community awareness of disability.
- **General Business:**
 - i. Disability Inclusion Action Plan progress to be emailed to representative Councillors.

- ii. Master Locksmith Access Keys have not been distributed. Identification of businesses who are open after hours and will hold a key for easy access for people with disability needs to occur.

The next meeting of the committee will be held Thursday 24 October 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

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Disability Inclusion Act, 2014, Division 3 Disability inclusion action plans, 12 Requirement for disability inclusion action plans. Council as a *public authority* must have a plan that sets out specific measures to include people with a disability.

Local Government Act, 1993, 375 Minutes, requires Councils' to keep full and accurate minutes.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Mintues - DIARG Committee Meeting - 26 September 2019 (under separate cover)



11. MINUTES OF COMMITTEE MEETINGS**11.4 MINUTES - FRIENDS OF TUMUT WETLANDS COMMITTEE - 17 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the Friends of Tumut Wetlands Committee meeting**
2. **Note the Minutes of the Friends of Tumut Wetlands Committee meeting held on 17 September 2019.**

BACKGROUND:

The purpose of the committee is to:

- Provide appropriate advice and recommendations on matters relevant to the Tumut Wetlands;
- Provide a forum for discussion of wetlands related issues;
- To improve the amenity of the Tumut Wetland as a community asset and to recognise the need to save and reinstate as much of the native flora and fauna as possible but enables judicious use of the area for passive recreation and education including Aboriginal education (taken from Riverglade Wetland Management Plan, 2003).

REPORT:

The September meeting discussed various items including;

1. The Janet Mackay Wetlands Plan and the 10 year Management Plan for the Wetlands.
Information will be sent by mail.
2. The Pesticide Management Statement of requirements for the Wetlands.
If pesticide spraying or weed control needs to happen liaise with the ranger to have this done in the Wetlands and the Tumut Team Leader for other areas.
3. The mowing/slashing service rate for the TSR/horse shoe track.
Simon Quinnell would still like to mow when he isn't busy, but Council to maintain under the M&R budget.
4. The status of the Brochure.
Council to replace the existing signs and to maintain the Wetlands as a dog-free area and if possible have a QR sticker added to this sign.
5. The Elm Tree Management Plan.
Due to budget constraints there is no Elm tree management for 2019/20 financial year.
6. The Committee would like to ensure that hazard reduction takes place if needed.
Council to ensure that this is done if required, under the budget for the Wetlands.

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

The committee would like to know what the budget is for the Wetlands

Costs and Benefits:

Nil.

Policy, Legal and Statutory Implications:

Nil.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Friends of Tumut Wetlands Committee Meeting - 17 September 2019
(under separate cover) [↗](#)

11. MINUTES OF COMMITTEE MEETINGS**11.5 MINUTES - LOCAL TRAFFIC COMMITTEE - 25 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive this report on the Local Traffic Committee meeting
2. Note the Minutes of the Local Traffic Committee meeting held on 25 September 2019
3. Adopt the following recommendations from the minutes:

4.1 Speed Zone Request - Tumut Street

THAT COUNCIL:

- 4.1.1 Receive the request for the speed zone review in Tumut Street, Adelong.
- 4.1.2 Present a report with evidence and recommendations at the next Local Traffic Committee Meeting.

4.2 Speed Zone Request - Batlow Road, Batlow CBD

THAT COUNCIL:

- 4.2.1 Reconsider the request for the speed zone review in Batlow Road, Batlow.
- 4.2.2 Present a report with evidence and recommendations at the next Local Traffic Committee Meeting.

4.3 Speed Zone Request - Wagga Road, Rosewood

THAT COUNCIL:

- 4.3.1 Receive the request for the speed zone review in Wagga Road, Rosewood between Humula Street and Broadleaf Park Road.
- 4.3.2 Present a report with evidence and recommendations at the next Local Traffic Committee Meeting.

4.4 Site Investigation and Community Update – Gocup Road, Capper Street and Snowy Mountains Highway

THAT COUNCIL:

- 4.4.1 Request Transport for NSW for updates on progress regarding the treatment of the intersection.
- 4.4.2 Investigate what strategies Transport for NSW and Council can make to reduce the hazards of the intersection.

4.5 Rural School Bus Application 272 Old Tumbarumba Road, Batlow

THAT COUNCIL:

- 4.5.1 Approve the application for the rural bus stop located 50m north of the driveway to the residence of 242 Old Tumbarumba Road, Batlow for south bound traffic only.
- 4.5.2 Approve the bus route incorporates a previously used bus turning point located outside 342 Old Tumbarumba Road, Batlow.

4.6 Rural Bus Stop Application - 4064 Batlow Road Batlow

THAT COUNCIL:

- 4.6.1 Approve the application for the rural bus stop located in front of 4064 Batlow Road, Batlow, 50m north of the junction with Herrings Road/Stewarts Road (western lane) for northbound traffic.

- 4.6.2 Approve the application for the rural bus stop located 50m south of the junction with Herrings Road/Stewarts Road (Eastern lane) for south bound traffic.**

4.7 Special Event Application – 2020 Tumut Classic

THAT COUNCIL:

- 4.7.1 Receive the Special Event Application – 2020 Tumut Cycle Classic.**
4.7.2 Support the Special Event Application for the 2020 Tumut Cycle Classic on 12 January 2020 to enable the event to go ahead, subject to Council’s standard conditions.

4.8 Special Event Application – 2020 Snowy Valleys Cycle Challenge

THAT COUNCIL:

- 4.8.1 Receive the Special Event Application – 2020 Snowy Valleys Cycle Challenge.**
4.8.2 Support the Special Event Application for the 2020 Snowy Valleys Cycle Challenge on 22 March 2020 to enable the event to go ahead, subject to Council’s standard conditions.

4.9 Special Event Application – 2019 Upper Murray Challenge

THAT COUNCIL:

- 4.9.1 Receive the Special Event Application – 2019 Upper Murray Challenge.**
4.9.2 Support the Special Event Application for the 2019 Upper Murray Challenge on 5 October 2019 to enable the event to go ahead, subject to Council’s standard conditions.

4.10 Special Event Application – 2019 Tumut Valley Air Show

THAT COUNCIL:

- 4.10.1 Receive the Special Event Application – 2019 Tumut Valley Air Show.**
4.10.2 Support the Special Event Application for the 2019 Tumut Valley Air Show on 2 November 2019 to enable the event to go ahead, subject to Council’s standard conditions.

4.11 Special Event Application – 2020 Camaro – Firebird Nationals

THAT COUNCIL:

- 4.11.1 Receive the Special Event Application – 2020 Camaro-Firebird Nationals.**
4.12.2 Upon receipt of the organizers insurance policy that covers the dates of the event then support the Special Event Application for the 2020 Camaro-Firebird Nationals on 11 April 2020 to enable the event to go ahead, subject to Council’s standard conditions.

4.12 Special Event Application - 2019 Tumut Christmas Family Fun Night

THAT COUNCIL:

- 4.12.1 Receive the Special Event Application 2019 Tumut Christmas Family Fun Night.**
4.12.2 Support the Special Event Application for the 2019 Tumut Christmas Family Fun Night to be held on 5 December 2019 to enable the event to go ahead, subject to Council’s standard conditions.

BACKGROUND:

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

REPORT:

Agenda items that were discussed included:

- Speed Zone Requests for Tumut Street Adelong; Batlow Road, Batlow CBD; Wagga Road, Rosewood.
- Two new Rural Bus Stop applications for Batlow.
- The status of the intersection of Gocup Road, Capper Street and Snowy Mountains Highway.
- The design for a pedestrian facility on Batlow Road has been approved by Transport for NSW and works will commence shortly.
- Six applications for Special Events were considered and supported.
- Committee members also discussed additional road safety matters of concern as detailed within the Minutes under 'General Business'.

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

Theme 5: Our Infrastructure

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

Staff costs associated with the event applications.

Costs and Benefits:

No projects costs were discussed.

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management Assessments are provided with Special Event applications.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Minutes Local Traffic Committee 25 September 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.6 MINUTES - TUMUT AERODROME COMMITTEE - 10 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the Minutes – Tumut Aerodrome Committee – 10 September 2019**
2. **Note the Minutes of the Tumut Aerodrome Committee meeting held on Tuesday 10 September 2019**

BACKGROUND:

The purpose of the Committee is to advise Council in strategic matters concerning the Tumut Aerodrome. This report has been prepared to accompany the minutes from the meeting held on 10 September 2019.

REPORT:

At its meeting dated 10 September 2019, the Aerodrome Committee was inquorate and therefore no formal decisions or recommendations were formed. However, an informal discussion covered a number of issues including:

- Increasing airside security through a new Council-administered lock system.
- Current improvements being undertaken at the aerodrome.
- The possibility of federal grant funding for an expansion of the aerodrome.
- A hazard for RFS contracted pilots which Council operational staff will seek to address (visibility of the drainage culvert).
- Existing OLS obstacles still requiring attention and negotiation.
- The viability of introducing landing fees or similar at the aerodrome.

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

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

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

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

Attachments

- 1 Minutes - Tumut Aerodrome Committee - 10 September 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.7 MINUTES - TUMUT RAILWAY PRECINCT COMMITTEE - 1 OCTOBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive this report on the Minutes – Tumut Railway Precinct Committee
2. Note the Minutes of the Tumut Railway Precinct Committee meeting held on 1 October 2019.
3. Adopt the following recommendation/s from the minutes:
 - i. Develop a business case for the extension of the area currently leased from John Holland Group to include the old train turntable and have this preserved and become part of the Tumut Railway Precinct.
 - ii. Approve the Tumut Railway Precinct Advisory Committee cease being an advisory committee and become a working group of Council with an annual meeting to be held between financial years but not on a formal basis.

BACKGROUND:

The purpose of the committee is to:

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

REPORT:**Old Train Turntable**

The Committee would like Council to pursue grant funding to lease the lot of land that the old train turn table is on and funding to preserve this turn table and become part of the Tumut Railway Precinct.

Internal Advisory Committee Cessation

The Committee would like to recommend that the Tumut Railway Precinct Committee cease being an advisory committee and become a working group with an annual meeting to be held between financial years but not on a formal basis. This recommendation is due to the fact that after extensive advertisement no new people have joined the Tumut Railway Precinct Committee however the current committee would still like to have some involvement in the railway precinct.

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

Nil.

Costs and Benefits:

Nil.

Policy, Legal and Statutory Implications:

Nil.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Tumut Railway Precinct Committee is an Advisory Committee of Council and operates under adopted terms of reference.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Minutes - Tumut Railway Precinct Committee - 1 October 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.8 MINUTES - TUMUT SALEYARDS COMMITTEE MEETING - 9 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive this report on the Tumut Saleyards Committee meeting
2. Note the Minutes of the Tumut Saleyards Committee meeting held on 9 September 2019
3. Note that the committee resolved to move forward with the first stage of the Saleyards becoming an incorporated body and that the first draft of the agreement be sent to all committee members so they can make
4. Adopt the following recommendation/s from the minutes:
 - a. Approve the nominations from Nick Gilvarry – Elders and Ross Tout – Elders to be part of the Tumut Saleyards Committee

BACKGROUND:

The purpose of the committee is to:

Provide appropriate advice and recommendations on matters relevant to the Tumut Saleyards.

Provide a forum for discussion of the Saleyards related issues.

REPORT:

The Saleyards Committee meeting was held in September so that the Committee members could decide if they would like Council to proceed with an Incorporated Licence and then discuss if this is something that the Committee would like to have with Snowy Valleys Council.

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

Nil.

Costs and Benefits:

Nil.

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Medium Risk. It is considered that if the Tumut Saleyards become an incorporated body the yards will run more smoothly with more accurate records on stock moving through the Saleyards.

OPTIONS:

That Council:

1. Endorse the above recommendation
2. Not endorse the changes

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Tumut Saleyards Committee - 9 September 2019 (under separate cover)



11. MINUTES OF COMMITTEE MEETINGS**11.9 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE MEETING – 2 OCTOBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Minutes - Tumut Youth Council Committee Meeting from the Acting Director Strategy, Community and Development.**
- 2. Note the Minutes of the Tumut Youth Council Committee meeting held on 2 October 2019.**

BACKGROUND:

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

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

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

REPORT HIGHLIGHTS:**Agenda item 2 – NSW Youth Council Conference**

Tumut Youth Council members; Jeane, Hannah, Lulu and Natalie attended the NSW Youth Council Conference held in Blacktown as representatives of SVC Youth Council's.

All attending Youth Councils were provided the opportunity to pitch and bid to host the next NSW YC Conference in 2021. SVC Youth Council bid and won the right to host the 2021 Conference. SVC is the first rural region ever to be provided the option to host the conference and showcase regional NSW.

The NSW Youth Council Conference is a bi-annual conference where all Youth Council's across NSW are invited to attend. The Conference attracts several hundred Youth leaders, delegates and Council representatives.

An event of this size will showcase our region and its natural assets, boost tourism and positively demonstrate the contribution young people make across SVC.

Whilst the Community & Development team supports the hosting of the Conference, a feasibility assessment and business plan will be conducted by the Youth Development Officer and Events

officer to determine the viability of SVC hosting an event of this magnitude and possible financial implications. A report will be provided to Council in the coming months on this subject.

Agenda item 3 – Youth Council Shirts

Discussions were held regarding new shirts for the Youth Council. The shirts chosen have various colour options that the Youth Committee can decide on, all of which will still comply with the SVC uniform 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

1.4 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:

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

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

OPTIONS:

Council receives the report and adopt the minutes of the Tumut Youth Council minutes without change.

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 Committee - 2 October 2019 (under separate cover)



11. MINUTES OF COMMITTEE MEETINGS**11.10 MINUTES - BATLOW DEVELOPMENT LEAGUE - 4 SEPTEMBER 2019**

REPORT AUTHOR: ACTING DIRECTOR STRATEGY, COMMUNITY & 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 4 September 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 4 September 2019. In attendance were: R Billing, K McLaren, T McDonald, D Wiltshire, C Agate, K Dawson, C Dawson, H Tietze, D Killeen, T Billing, A Dickinson, N Shaw and P Stone.

The following items were discussed:

1. Minutes of the Batlow Development League held on 7 August 2019 were accepted as read.
2. The treasurer's report was accepted
3. Correspondence:
 - a) Council papers
 - b) SVC Code of Conduct
4. Business Arising:
 - a) Hides Park 'Sound Shell' – Awaiting on approval plans
 - b) Memorial Park Gate – Restoration is ongoing
5. Council Matters
 - a) School Bus Parking
 - b) Pedestrian Refuge on Batlow Road
 - c) 45 Degree parking on Batlow Road
 - d) 40kph Zone in CBD
 - e) Batlow Library Design
 - f) Caravan Park

- g) Batlow Cannery
- h) WIFI
- i) Tourism Project
- j) MOU Literary Institute
- k) Hides Park 'Sound Shell' (The Cannery)

6. General Business

- a) Literary Institute: Council is now working with builder to ensure project is completed. \$57000 for the purchase of the old Chemist shop by Valmar has been set aside for repairs to the building. Some of these funds will also be spend on Security of the audio equipment. C Smit congratulated K McLaren, K Dawson and R Billing on the job they have done managing the grant.
- b) Hangi: Talbingo is still interested in BDL running this event every 2nd year with them. R Billing will write to A Burke asking for a suitable venue. Tentative date of 16 November has been set.
- c) Code of Conduct – Discussion to be held over to next meeting
- d) Cocktail Party Leftovers: to be used at Hangi
- e) Next meeting: Wednesday 3 October 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

Nil

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 & Financials - Batlow Development League - 4 September 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.11 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION MEETING - 4 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Talbingo Progress and Ratepayers Association committee from Acting Director Internal Services.
2. Note the Minutes of the Talbingo Progress and Ratepayers Association Annual General Meeting held on 4 September 2019.
3. Accept the membership of Kevin Trevaskis, James Smith, Regina Roach, Frank McCorry, Leanne Dunne, Darryl Dunne, Lorraine Oliver, Bruce Oliver, Joy Otto, Ross Sheild, Bob Quarmby, Jo Erskine, Bob Erskine, Allan Leggett, Leanne Leggett, Theresa Caffery, Heather Byatt, Antti Roppola and Gary Bilton to the Talbingo Progress and Ratepayers Association committee.
4. Notes the Minutes of the Talbingo Progress and Ratepayers Association general meeting held on 4 September 2019.
5. Fund a business case to identify options, feasibility and costs of relocating the existing Talbingo Library service from the Talbingo Public School to an alternate location within the town shopping precinct from the Talbingo reserve.

BACKGROUND:

The Talbingo Progress and Ratepayers Association objectives are to provide civic leadership to the Talbingo community and to stimulate the ongoing economic, social and cultural prosperity of the community of Talbingo and its environs.

REPORT:

The September meeting commenced with the AGM, where the office bearers for the next 12 months were elected.

Chairperson – Regina Roach
Vice-Chair – James Smith
Secretary – Gary Bilton
Assistant Secretary – John Weckert
Treasurer – Lorraine Oliver

The general meeting of the Talbingo Progress and Ratepayers Association followed, where the following items of business were discussed:

- Talbingo walking tracks
- Gate at Church yard
- Batlow Link Road
- Wheelchair access Jack Bridle pathway
- Community energy program
- Talbingo Cemetery

- Public Access to the toilets at the Talbingo School
- Community Gardens
- Talbingo Library amenities
- Street and public tree planting
- Bill Byatt Remembrance Plaque – Talbingo Memorial Wall
- Promoting responsible cat ownership
- Talbingo Talkabout
- Proposed Talbingo Community Centre Grant Application

Public Access to Toilets at Public School for Library Patrons

The matter of the lack of public access to toilets at the Talbingo school for patrons of the library continues to be a contentious issue for this committee, however a report tabled and read by a member of a special purpose sub-committee has confirmed that this is a situation that is unlikely to be rectified. The Department of Education have confirmed that they will maintain their stance on the issue, being that general public members using the library are not permitted access to the toilets on the school grounds in the interest of child safety.

The suggestion of relocating the library service to the town centre proper was tabled, and a recommendation is tabled to council to initiate a business case process to better identify options, costs and overall feasibility of this concept.

It is proposed that the development of a business case be funded from the existing Talbingo Reserve.

Next meeting of the TPRA was held 2 October 2019.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

4.5.9 Provide support to volunteer groups and section 355 committees

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

It is proposed that the development of a business case to inform any decision about relocating the Talbingo Library to the town centre be funded from the Talbingo Reserve. This reserve was originally established to fund the development of the walking path project, which has since been externally grant funded. Current reserve balance is \$123K.

Costs and Benefits:

It is reasonable to anticipate that the business case development would be outsourced to a suitably qualified professional through Council's procurement process. It is anticipated that this would be in the order of \$20K subject to appropriate market sounding.

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 - 2019 AGM and Sept GM - Talbingo Progress and Rate Payers Association (under separate cover) [⇨](#)

11. MINUTES OF COMMITTEE MEETINGS**11.12 MINUTES - TUMBAFEST COMMITTEE MEETING - 11 SEPTEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Tumbafest Committee Minutes from Acting Director Strategy, Community and Development.**
- 2. Note the Minutes of the Tumbafest Committee Meeting held on 11 September 2019**

BACKGROUND:

The Tumbafest committee was established with the responsibilities for the strategic and future planning of the Tumbafest Festival held in Tumbarumba on the last weekend in February annually. The Tumbafest committee develop and implement operational aspects of the festival relying upon volunteer support to deliver a successful festival. Tumbafest is reliant on sponsorship, bar, ticket and merchandise sales to fund the event each year. This is a licensed event and as such the organisers liaise with the licensing police to secure appropriate licences.

REPORT:

The Tumbafest Committee met on 11 September 2019. A summary of the meeting is as follows:

- Sophie Gairn was introduced to the committee as the new Snowy Valleys Council Tourism Officer and will be the staff delegate on the committee.
- Correspondence:
 - Performer enquiries have been received, but the line-up for 2020 is full.
 - Snowy Valleys Council confirmed that if the committee so chooses, it is able to proceed with managing its own financial affairs.
- Cycle Tumbarumba is placing permanent markings on paths and bike paths. This will not interfere with Tumbafest.
- Financial Systems: HB Accounting will carry out all accounting requirements, including invoicing, BAS and statutory financial statements. SVC will be advised of this arrangement and a request will be made that funds held by SVC on behalf of the Tumbafest s355 Committee be transferred to the newly established bank account, established with Bendigo Community Bank.
- Online Ticketing: Eventbrite will be used. After discussion of fees, it was decided it was reasonable to pass on the fee to the online purchaser.
- Grants and Funding: An application has been lodged with SVC for \$8000 cash and \$3000 in kind per year for 3 years. The Event Coordinator to circulate other information relating to possible applications to Murrumbidgee Primary Health Network Grants and Festivals Australia Grants.
- Marketing: A Tumbafest YouTube channel has been created and the Event Coordinator will obtain quotes for further options. The committee endorses the expenditure of up to \$500 for

test advertising. It was also requested that committee members provide feedback for the brand refresh.

- Main Stage Sub Committee: Website to be updated with final line-up
- Sponsorship Sub Committee: Sponsorship agreement documents have been updated. Transgrid have committed \$6000. And Snowy Hydro has raised sponsorship to \$5500. Red Energy declined to sponsor. General feedback from previous (2019) sponsors has been generally positive. Committee will investigate options of how to best recognise sponsors support and provide hospitality. Hyne will be bring 12 people from Victoria to the 2020 event.
- Children's Activities Sub Committee: work in progress. Quotes received for children's tables and chairs and beanbags. Bunnings to be approached to ask for a price reduction.
- Merchandise Sub Committee: activities on hold pending the outcome of the brand refresh. New t shirt design being considered..
- Market and Food Stalls Sub Committee: work in progress. Previous application form to be reviewed. To be made known that market area will b open to the general public, not just event ticket holders.
- Licensing Sub Committee: After meeting with the local sergeant and licensing police it was determined that 7 security staff required provided there are 2 RSA 'marshals', Maximum glass container size allowed is 375ml. Wine per glass sales to be limited. Takeaway bottle sales still to be resolved.
- General Business: cash handling delegated. Discussions of EFTPOS facilities being available at the bar. RSA course to be held.
- Next meeting: 2nd October 2019, 5pm.

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

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

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

In kind and financial sponsorship assistance is provided by Council. Council's Tourism Officer attends meetings and provides assistance as required, particularly through the use of the Tumbarumba Visitor Information Centre as a point of contact for event enquiries, ticket sales and event promotions. Other in-kind support includes works staff assisting at the event site and administrative support. This can result in staff requiring time in lieu for the time they spend assisting the event.

Another resource implication is the time spent by relevant Council staff in performing checks on amusement rides, devices and food stalls throughout the event. Council land is used for the event and this requires it being closed to the general public for the duration of the event

Costs and Benefits:

Costs include the above mentioned resource implications.

Benefits of Tumbafest are high and include, but are not limited to: socialisation, community engagement opportunities, positive impacts on the local economy through increased visitor numbers and associated spending, increased recognition of the area a tourism destination, fundraising opportunities for local community and sporting groups, supporting local businesses and accommodation providers and encouraging residents and community groups in volunteering

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil outside of the committee meetings at this time.

Attachments

- 1 Minutes - Tumbafest Committee - 11 September 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 NOTICE OF RESCISSION - CODE OF CONDUCT
COMPLAINT - INDEPENDENT ARIC MEMBER

Item 12.1 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.

12.2 RTF 2019/03 - REPLACEMENT OF FERGUSONS ROAD
BRIDGE TENDER

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.

12.3 SNOW VIEWS ESTATE STAGE 2 - SALE OF UNSOLD LOTS

Item 12.3 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.