



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
12 DECEMBER 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 12 December 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.

4. PUBLIC FORUM

5. CONFIRMATION OF MINUTES

5.1 ORDINARY MEETING - 21 NOVEMBER 2019.....3

5.2 BUSINESS ARISING

6. CORRESPONDENCE/PETITIONS

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13. MEETING CLOSURE

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 21 November 2019

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 21 November 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 21 NOVEMBER 2019
COMMENCING AT 2:00pm.**

PRESENT: Mayor James Hayes (Chair), Councillor Cate Cross, 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

An request for leave of absence was received from Cr Andrianna Benjamin from the 21 November 2019 Council Meeting.

M352/19 RESOLVED that the apology received from Cr Andrianna Benjamin from the 21 November 2019 Council Meeting be received and granted.

Cr John Larter/Cr Julia Ham

3. DECLARATIONS OF INTEREST

Nil

4. PUBLIC FORUM

Nil

5. CONFIRMATION OF MINUTES

M353/19 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 24 October 2019 be received.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

Nil

6. CORRESPONDENCE/PETITIONS

Nil

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil

8. MAYORAL MINUTE**8.1 PLAN TO SAVE OUR RECYCLING
M354/19 RESOLVED:**

THAT COUNCIL:

1. Acknowledges the growing imperative to manage waste and recycling within NSW, and calls for urgent action from the State Government to help build a circular economy in NSW.
2. Recognises initiatives and projects taken within the Snowy Valleys Council Local Government Area to help achieve this goal, including the development and implementation of a Zero Waste Strategy that sets targets and goals aligned with the State and International initiatives and processes
3. Endorses Local Government NSW's sector-wide Save our Recycling campaign, and asks the State Government to reinvest the Waste Levy in:
 - a. funding councils to collaboratively develop regional-scale plans for the future of waste and recycling in their regions
 - b. the delivery of the priority infrastructure and other local government projects needed to deliver regional-scale plans, particularly where a market failure has been identified
 - c. support for the purchase of recycled content by all levels of government, to help create new markets
 - d. funding and delivery of a state-wide education campaign on the importance of recycling, including the right way to recycle, the purchase of products with recycled content and the importance of waste avoidance.
4. Write to the Local State Members, Minister for Energy and Environment the Hon Matthew Kean MP, Local Government Minister Shelley Hancock, NSW Treasurer the Hon Dominic Perrottet MP, Premier the Hon Gladys Berejiklian MP, Opposition Leader Jodi McKay MP, Shadow Minister for Environment and Heritage Kate Washington MP, and Shadow Minister for Local Government Greg Warren MP to confirm its support for recycling and outline the urgent need to educate, innovate and invest in local waste

and recycling services via the Waste Levy.

5. Formally write to the Youth Councils and secondary schools advising its members of its support for the Save Our Recycling campaign, and asking them to consider endorsing and sharing it with their own networks across the Snowy Valleys Local Government Area.
6. Advise LGNSW President Linda Scott of the passage of this Mayoral Minute
7. Shares and promotes the Save Our Recycling campaign via its digital and social media channels and via its networks.

Cr John Larter/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

8.2 COUNCILLOR REQUEST TO ATTEND THE COUNTRY UNIVERTISY CENTRE BEST PRACTICE IN REGIONAL STUDY HUBS SYMPOSIUM 14-16 NOVEMBER 2019

M355/19 RESOLVED:

That Council endorse the approval of under Section 7 of the Payment of Expenses and the Provision of Facilities to Mayor and Councillors Policy, the attendance of Councillor Julia Ham at the Country University Centre (CUC) Best Practice in Regional Study Hubs Symposium 14-16 November 2019 at Lake Crackenback.

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

A procedural motion was put that Council bring forward reports 9.7 Presentation of the 2018-2019 Annual Financial Statements, 10.2 Freehold Land Classification, and 10.8 Assessment of Roth's Corner Medical Centre Expressions of Interest for consideration.

M356/19 RESOLVED that Council bring forward reports 9.7 Presentation of the 2018-2019 Annual Financial Statements, 10.2 Freehold Land Classification, and 10.8 Assessment of Roth's Corner Medical Centre Expressions of Interest for consideration.

Cr John Larter/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

2.10 pm - External Auditor Michael Kharzoo phoned in to the meeting to speak on report 9.7 Presentation of the 2018-2019 Annual Financial Statements - Annual Financial Statement.

9.7 PRESENTATION OF THE 2018-2019 ANNUAL FINANCIAL STATEMENTS

M357/19 RESOLVED:

That Council :

1. Formally present the 2018-2019 Audited Annual Financial Statements and Audit reports to the public in accordance with Section 418 and 419 of the Local Government Act; and
2. Note that the 2018-19 Annual Report has been updated based on the finalised Audited Annual Financial Statements.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10.2 FREEHOLD LAND CLASSIFICATION

M358/19 RESOLVED:

THAT COUNCIL:

1. Receive this report reviewing the classification of Council owned land.
2. Approve Council Officers providing a detailed report with further information on the freehold land classification.
3. Receive a further report on freehold land classifications with the intention of putting the report on public exhibition.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

10.8 ASSESSMENT OF ROTH'S CORNER MEDICAL CENTRE EXPRESSIONS OF INTEREST

Cr Julia Ham and Cr Cate Cross put a motion to consider each item separately.

M359/19 RESOLVED that Council move into Committee of the Whole for discussion.

Cr Geoff Pritchard/Cr Julia Ham

CARRIED UNANIMOUSLY

M360/19 RESOLVED that Council move out of Committee of the Whole.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

Cr Julia Ham and Cr Cate Cross withdrew their original motion put in order to consider each item separately

M361/19 RESOLVED:
THAT COUNCIL:

1. That the report on the Roth's Corner Expression of Interest Assessment be received from the Acting Director Strategy, Community and Development
2. Note that the panel formed to consider the Expressions of Interest for the leasing of Roth's Corner Medical Centre has concluded its deliberations.
3. Determine that no expressions of interest will be accepted and terminate the EOI process

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

Motion Put That Council:

4. Determine that Roth's Corner Medical Centre is not to be sold
Cr Bruce Wright/Cr Julia Ham

Division		
For		
Cr Cross		Against
Cr Ham		Cr Isselmann
Cr Hayes		Cr Larter
Cr Smit		Cr Pritchard
Cr Wright		

5/3

Motion Put and Carried therefore it was;

M362/19 RESOLVED:
THAT COUNCIL:

4. Determine that Roth's Corner Medical Centre is not to be sold

Cr Bruce Wright/Cr Julia Ham

Motion Put That Council:

5. Determine that Council will continue to undertake management of Roth's Corner Medical Centre as an asset of Council and vital for the Tumbarumba community
6. Contract a locum doctor for a period of up to 6 months as soon as possible, to work as a General Practitioner at the Roth's Corner

Medical Centre and as a Visiting Medical Officer at the Tumbarumba MPS

7. Make arrangements to recruit a practice manager and receptionist for Roth's Corner Medical Centre for the period that the locum is employed
8. Undertake to contract with a private recruitment agency who will promote Tumbarumba area as an ideal place to live and run a business, to recruit a General Practitioner who would lease the centre

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

Motion Put and Carried therefore it was;

**M363/19 RESOLVED:
THAT COUNCIL:**

5. Determine that Council will continue to undertake management of Roth's Corner Medical Centre as an asset of Council and vital for the Tumbarumba community
6. Contract a locum doctor for a period of up to 6 months as soon as possible, to work as a General Practitioner at the Roth's Corner Medical Centre and as a Visiting Medical Officer at the Tumbarumba MPS
7. Make arrangements to recruit a practice manager and receptionist for Roth's Corner Medical Centre for the period that the locum is employed
8. Undertake to contract with a private recruitment agency who will promote Tumbarumba area as an ideal place to live and run a business, to recruit a General Practitioner who would lease the centre

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

Motion Put That Council:

9. Make a house available for up to 6 months for use by the doctor; or financial assistance to the value of the current market value to be given for accommodation costs.

Cr Julia Ham/Cr Bruce Wright

Division

For
Cr Cross
Cr Ham
Cr Hayes

Against
Cr Larter
Cr Smit

Cr Isselmann
 Cr Pritchard
 Cr Wright

6/2

Motion Put and Carried therefore it was;

M364/19 RESOLVED:
 THAT COUNCIL:

9. Make a house available for up to 6 months for use by the doctor; or financial assistance to the value of the current market value to be given for accommodation costs.

Cr Julia Ham/Cr Bruce Wright

Motion Put That Council:

10. Convene a panel if a General Practitioner expresses interest in leasing the consulting rooms to consider the offer and the General Manager be delegated the authority to negotiate a lease agreement.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

Motion Put and Carried therefore it was;

M365/19 RESOLVED:
 THAT COUNCIL:

10. Convene a panel if a General Practitioner expresses interest in leasing the consulting rooms to consider the offer and the General Manager be delegated the authority to negotiate a lease agreement.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

Motion Put That Council:

11. Renegotiate the leases with the current dental and pathology service for a period of 36 months.

Cr Julia Ham/Cr Bruce Wright

	Division	
For		Against
Cr Cross		Cr Isselmann
Cr Ham		

Cr Hayes
Cr Larter
Cr Pritchard
Cr Smit
Cr Wright

7/1

Motion Put and Carried therefore it was;

M366/19 RESOLVED:
THAT COUNCIL:

11. Renegotiate the leases with the current dental and pathology service for a period of 36 months

Cr Julia Ham/Cr Bruce Wright

Motion Put That Council:

12. Ensure to the best of our ability that the patient records remain at the Roth's Corner Medical Centre

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

Motion Put and Carried therefore it was;

M367/19 RESOLVED:
THAT COUNCIL:

12. Ensure to the best of our ability that the patient records remain at the Roth's Corner Medical Centre

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

Motion Put That Council:

13. Undertake an assessment of the financial commitment needed to maintain operations of the Roth's Corner Medical Centre and allocate funding from reserves through the QBR process.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

Motion was Put and Carried therefore it was;

M368/19 RESOLVED:
THAT COUNCIL:

13. Undertake an assessment of the financial commitment needed to maintain operations of the Roth's Corner Medical Centre and allocate funding from reserves through the QBR process.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

9. GOVERNANCE AND FINANCIAL REPORTS

9.1 OFFICE OF LOCAL GOVERNMENT - RESPONSE TO ALLEGATIONS

M369/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on response to allegations from the Office of Local Government from the General Manager.
2. Note that the Office of Local Government have reviewed various matters alleged by the community and have confirmed Council has:
 - a. acted within their authority on these matters,
 - b. put in place measures for improved project management, and
 - c. appropriately accounted for our finances.
3. Continue to co-operate with and provide information to the Office of Local Government as requested.
4. Write to Mr Tim Hurst, Deputy Secretary Local Government Planning and Policy from the NSW Office of Local Government advising that Council has received their correspondence and have presented the information to a Council meeting in order to provide transparency to the Snowy Valleys community.

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

9.2 LGNSW LIFE AFTER AMALGAMATION FORUM

M370/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the LGNSW Life after Amalgamation Forum from the General Manager.

2. Note that Council should continue to advocate for improvements that make Snowy Valleys Council and other local governments more sustainable.
3. Note that changes to improve culture of the organisation and community to harmonise ways of conducting business take time.
4. Note the needs of each of our localities within the Snowy Valleys community are different and we will continue to serve in the interest of the whole community while acknowledging the importance of local issues.

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

9.3 LGNSW ANNUAL CONFERENCE - WARWICK FARMS SYDNEY

M371/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the LGNSW Annual Conference from the General Manager.
2. Note that Council was able to obtain a special delegation to the Deputy Secretary and the Director Policy and Sector Development from the Office of Local Government.
3. Note that Council obtained a special delegation to the Chief Executive Murrumbidgee Health about the doctors situation in the Snowy Valleys Council area and was successful in being a partner in a resolution of LGNSW Councils to support the rural doctors crisis as listed, "That a joint task force representing local, State and Federal governments be formed to formulate a model for improving the provision of medical services in rural and regional areas, and funding financial relocation packages for the engagement of doctors in rural towns".

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

9.4 2020 COUNCIL MEETING DATES AND CALENDAR

M372/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the 2020 Council Meeting Dates.
2. Approve the Ordinary meeting dates for 2020 as follows:
Thursday 20 February 2020
Thursday 19 March 2020

Thursday 16 April 2020
Thursday 21 May 2020
Thursday 18 June 2020
Thursday 16 July 2020
Thursday 20 August 2020
Thursday 17 September 2020
Thursday 15 October 2020
Thursday 19 November 2020
Thursday 10 December 2020

3. Endorse the addition of three (3) Ordinary-Policy & Strategy meetings be held on Thursday 30 April 2020, Thursday 30 July 2020 and Thursday 29 October 2020.
4. Adopt the 2020 Council Meeting Calendar complete with Committee dates.

Cr Cor Smit/Cr Bruce Wright

CARRIED UNANIMOUSLY

M373/19 RESOLVED that Council move into Committee of the Whole.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY

M374/19 RESOLVED that Council move out of Committee of the Whole.

Cr Bruce Wright/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

9.5 STATEMENT OF INVESTMENTS - OCTOBER 2019

M375/19 RESOLVED:
THAT COUNCIL:

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

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

9.6 NCIF AND SCF QUARTERLY REPORT - NOVEMBER 2019**M376/19 RESOLVED:**
THAT COUNCIL:

1. Receive the report on NCIF and SCF Quarterly Report.
2. Endorse the report on the expenditure of the New Council Implementation Fund (Rounds 1 and 2), Stronger Communities Fund (Rounds 1 and 2) for period ending 30th September 2019.

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY**M377/19 RESOLVED** that Council move into Committee of the Whole for discussion.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY**M378/19 RESOLVED** that Council move out of Committee of the Whole.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY

A Motion was moved and seconded that Council;

1. Keep the brick building at the Batlow Cannery Site at the additional cost of \$60,000 from the project development fund reserve.
2. Delegate to the General Manager the authority to spend up to \$60,000 to preserve the brick building (referred to as building 'A' in the project plans) and if cost exceeds \$60,000 the building will be demolished.

Cr John Larter/Cr Julia Ham

Division**For**Cr Ham
Cr Hayes
Cr Larter
Cr Smit**Against**Cr Cross
Cr Isselmann
Cr Pritchard
Cr Wright**4/4**

The Mayor James Hayes used his casting vote therefore the Motion was Put and Carried.

The Motion was Put and Carried therefore it was;

M379/19 RESOLVED that Council;

1. Keep the brick building at the Batlow Cannery Site at the additional cost of \$60,000 from the project development fund reserve.
2. Delegate to the General Manager the authority to spend up to \$60,000 to preserve the brick building (referred to as building 'A' in the project plans) and if cost exceeds \$60,000 the building will be demolished.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

9.8 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2019

M380/19 RESOLVED:
THAT COUNCIL:

1. Receive and adopt the 1st Quarter Budget Review as at 30 September 2019;
2. Note significant work undertaken to date to consolidate, migrate and integrate financial data from legacy systems improving Council's focus on longer term sustainability
3. Adopt the Revenue, Expenditure and Capital Budget adjustments as noted in the amended attached 1st Quarter Budget Review;
4. Endorse the following actions, as Recommended by the Responsible Accounting Officer, to ensure Council's continued focus on reducing the revised forecast end of year deficit and improving ongoing financial sustainability:
 - a) Hold Councillor workshops to consider the revised Council Improvement Plan which identifies future options actions to improve financial sustainability
 - b) Reviews the capital works program for 2019/20 to prioritise projects
 - c) Implement any agreed actions from the Council Improvement Plan and revised capital works program
 - d) Reflect the impact of implementing actions in the Council Improvement Plan and any changes to the capital works program in the quarterly budget reviews and subsequent formulation of the 2020/21 Budget.

- e) Increases focus on securing private works as an alternative sources of income
- f) Continues to focus on the reduction of leave balances

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

Snowy Valleys Council

Quarterly Budget Review Statement for the period 01/07/19 to 30/09/19

Cash & Investments Budget Review Statement

Budget review for the quarter ended 30 September 2019

Cash & Investments - Council Consolidated

(\$000's)	Original Budget	Approved Changes	Revised Budget	Variations for this	Notes	Projected	Actual YTD figures
	2019/20	Carry Forwards	2019/20	Sep Qtr		Year End Result	
Externally Restricted ⁽¹⁾							
Water Fund	4,677		4,677	(74)	7, 8, 9	4,603	4,677
Sewer Fund	5,669		5,669			5,669	5,669
Domestic Waste	1,389		1,389			1,389	1,389
Developer Contributions	3,495		3,495			3,495	3,495
Unexpended Specific Purpose Grants	15,729	(15,448)	281			281	15,729
Tumbarumba Retirement Village	717		717			717	717
Urban Stormwater -- Tumbarumba	104		104			104	104
Snowy Valleys Way	49		49			49	49
Total Externally Restricted	31,829	(15,448)	16,381	(74)		16,307	31,829
<small>(1) Funds that must be spent for a specific purpose</small>							
Internally Restricted ⁽²⁾							
Aboriginal Br. Reserve	45		45			45	45
Adelong Showground	10		10			10	10
Aerodrome	182		182	(11)	2	171	182
Asset Renewal Reserve	88		88			88	88
Batlow Literary Institute	56		56	(5)	5	51	56
Caravan Park	80		80			80	80
Carry Over works	6,726	(6,726)	-			-	-
Community Services Reserve	275		275			275	275
Employee Leave Entitlement Reserve	2,152		2,152	(390)	1	1,762	2,152
Hazard Reduction	52		52			52	52
Information Technology Reserve	102		102			102	102
Insurance (Risk Management)	124		124	(100)		24	124
Legal	105		105			105	105
Plant & Vehicle replacement	2,748		2,748			2,748	2,748
Project Development Reserve	98		98	(2)	4	96	98
Real Estate Development Reserve	37		37	(30)	3	7	37
Saleyards	37		37			37	37
Scholarships	6		6			6	6
Security Deposits	9		9			9	9
Swimming Pools Reserve	312		312	(165)	6	147	312
Contingencies	500		500			500	500
Talbingo Town Improvement	123		123	(24)	10	99	123
Telecentre	26		26			26	26
Trust Reserves	982		982			982	982
Quarries	945		945			945	945
Television/Radio Upgrade to Digital	32		32			32	32
TumbaFest	60		60			60	60
Other Waste Management	5		5			5	5
Total Internally Restricted	15,917	(6,726)	9,191	(727)		8,464	9,191
<small>(2) Funds that Council has earmarked for a specific purpose</small>							
Unrestricted	885		885	801		1,686	10,091
Total Cash & Investments	48,631		26,457			26,457	51,111

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30 September 2019 and should be read in conjunction with the total QBRS report

Minutes of the Meeting of the Snowy Valleys Council held in the Council Chamber Bridge Street, Tumbarumba on Thursday 21 November 2019

Mayor

General Manager

Cr Bruce Wright left the meeting, the time being 04:13 PM.

9.9 REQUEST FOR FINANCIAL ASSISTANCE - TALBINGO MENS SHED

M381/19 RESOLVED: THAT COUNCIL:

1. Receive the report on Talbingo Men's Shed's request for Financial Assistance
2. Refer the Talbingo Men's Shed Inc. request to the Snowy Valleys Council Community Strengthening Grant panel for assessment due to the 2019/20 Donations budget being fully expended
3. Reconvene the Community Strengthening grant assessment panel to review and deliberate on a funding allocation of \$5764 to the Talbingo Men's Shed for the driveway and carpark project

Cr John Larter/Cr Cate Cross

Division		
For		Against
Cr Cross		Cr Isselmann
Cr Ham		
Cr Hayes		
Cr Larter		
Cr Pritchard		
Cr Smit		
6/1		

Cr Bruce Wright was absent for the vote

Cr Bruce Wright returned to the meeting, at 04:14 PM.

9.10 DRAFT POLICIES FOR PUBLIC EXHIBITION

M382/19 RESOLVED:

THAT COUNCIL:

1. Receive the report on Draft Policies for Public Exhibition.
2. Approve the placing of the following Draft policies on public exhibition for a minimum of 28 days:

Debt Recovery Policy, Rates Hardship Policy, Rates and Annual Charges Protocols, Arrangement to Settle Accounts Policy, Investment Policy, Councillor Induction and Professional Development Policy, Access to Information Policy, Closed Circuit Television Policy and Sports Field and Facilities Policy.

3. 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 policies.
4. Adopt any policies if no submissions are received on the day after the completion of the public exhibition.

Cr Cate Cross/Cr John Larter

CARRIED UNANIMOUSLY

10. MANAGEMENT REPORTS

10.1 SNOWY VALLEYS COUNCIL ANNUAL REPORT 2018/2019

M383/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on Snowy Valleys Council Annual Report 2018/19 from the Acting Director, Strategy Community and Development;
2. Adopts the Snowy Valleys Council Annual Report 2018/19;
3. Attach Snowy Valleys Council 2018/19 Audited Financial Statements to, and form part of, the adopted Annual report 2018/19;
4. Submit a copy of the 2018/19 Annual Report to the Office of Local Government by 30 November 2019.

Cr Cate Cross/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

10.3 TUMUT AERODROME INFRASTRUCTURE IMPROVEMENT WORKS

M384/19 RESOLVED:
THAT COUNCIL:

1. Receive this report on the proposed works to improve the functionality of the Tumut Aerodrome
2. Note the funding available through the Federal Governments Regional Airports Grants Program as described in this report
3. Note the proposed works to improve the functionality of the Tumut Aerodrome:
 - a. Drainage improvement works
 - b. Construction of additional sealed taxiways

- c. Renewal of animal-proof fencing (airside fencing)
 - d. Apron extensions
 - e. Lengthen and upgrade the sealed runway
 - f. Lighting and Pilot Activated Lighting control systems
 - g. Precision Approach Path Indicator
4. Endorse making an application for funding through the Federal Governments Regional Airports Program for stage 1 improvement works for the following projects being for the amount of \$459,000:
 - a. Drainage Improvement Works - \$76,000
 - b. Construction of the South East Taxiway and apron/turning circle to service the NSW Rural Fire Service Facility - \$350,000 (subject to financial support from the NSW Rural Fire Service)
 - c. Renewal of Animal-Proof Fencing - \$33,000
 5. Endorse the allocation of \$153,000 sourced from the Tumut Aerodrome Reserve to fund 33.3 per cent of the stage 1 works as described in item 4 above, subject to the grant application for funding through the Federal Governments Regional Airports Program being successful
 6. Authorise the General Manager to negotiate with the NSW Rural Fire Service to secure funding for the amount of \$153,000 to fund 33.3 per cent of the stage 1 works as described in item 4 above, subject to the grant application for funding through the Federal Governments Regional Airports Program being successful
 7. Consider allocating funding for the development of the Tumut Aerodrome Masterplan, including detailed designs and cost plan to inform subsequent stages of improvement works for the Tumut Aerodrome as part of the 2020/21 budget process

Cr John Larter/Cr Geoff Pritchard

CARRIED UNANIMOUSLY

10.4 RESTART NSW SAFE & SECURE WATER PROGRAM PROJECTS – KHANCOBAN FEASIBILITY AND SCOPING STUDIES

M385/19 RESOLVED:
THAT COUNCIL:

1. Receive this report on the Restart NSW Safe and Secure Water Program Projects – Khancoban Feasibility and Scoping.
2. Allocate \$35,750 incl. GST from the water fund for the purpose of co-funding the Khancoban water headworks feasibility and scoping study

project (RNSW2387)

3. Allocate \$55,000 incl. GST from the sewer fund for the purpose of co-funding the Khancoban Sewage Treatment Plant feasibility and scoping study project (RNSW2386)
4. Delegate the execution of the final funding deeds to the General Manager and Mayor to provide signature under seal and deliver for and on behalf of Council.

Cr Cor Smit/Cr Bruce Wright

CARRIED UNANIMOUSLY

10.5 DRAFT TREE MANAGEMENT POLICY - FEEDBACK FROM PUBLIC EXHIBITION

M386/19 RESOLVED:
THAT COUNCIL:

1. Receive this report on Draft Tree Management Policy – Feedback from Public Exhibition
2. Note the three submissions received on the Draft Tree Management Policy
3. Adopt the Tree Management Policy with no changes to the draft policy placed on public exhibition
4. Write to the submitters, thanking them for their input and advising them of the outcome of their submission

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

10.6 DRAFT ROADSIDE VEGETATION MANAGEMENT POLICY - FEEDBACK FROM PUBLIC EXHIBITION

M387/19 RESOLVED:
THAT COUNCIL:

1. Receive this report on the Roadside Vegetation Management Policy
2. Note that there were two submissions received on the Draft Roadside Vegetation Management Policy during the public exhibition period
3. Adopt the Roadside Vegetation Management Policy with only minor grammatical changes made to the draft policy as exhibited
4. Refer the two submissions received during the exhibition period to Council's operational management team, noting that the submissions

referred to operational matters

5. Write to the submitters, thanking them for their input and advising them of the outcome of their submission

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10.7 DRAFT BANNER POLICY - FEEDBACK FROM PUBLIC EXHIBITION

M388/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Banners Policy from the Acting Director Strategy, Community and Development.
2. Adopt the Draft Banners Policy

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

11. MINUTES OF COMMITTEE MEETINGS

11.1 MINUTES - ABORIGINAL LIAISON COMMITTEE - 16 OCTOBER 2019
M389/19 RESOLVED:

1. Receive the report on the Aboriginal Liaison Committee from Acting Director, Strategy Community & Development.
2. Note the Minutes and recommendations of the Aboriginal Liaison Committee meeting held on 16 October 2019.

Cr Geoff Pritchard/Cr Cor Smit

CARRIED UNANIMOUSLY

11.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 2 OCTOBER 2019
M390/19 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 2 October 2019 2019.

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

11.3 MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE - 15 OCTOBER 2019**M391/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Minutes – Festival of the Falling Leaf Committee – 15 October 2019 from the Acting Director Strategy, Community & Development.
2. Note the Minutes of the Festival of the Falling Leaf (FOFL) Committee meeting held on 15 October 2019.
3. Adopt the following recommendation/s from the minutes:
4. Accept the applications of Tanya Gaul and Jeannie Moran-Fahey as members of the Festival of the Falling Leaf 2019 - 2020 Committee.

Cr Cate Cross/Cr John Larter

CARRIED UNANIMOUSLY

11.4 MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - AGM AND ORDINARY MEETING HELD 2 NOVEMBER 2019**M392/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Glenroy Heritage Reserve Committee minutes.
2. Note the Minutes of the Glenroy Heritage Reserve Committee AGM and Ordinary meeting held on 2 November 2019.
3. Endorse the nominations of the following committee members: Anne Thoroughgood, Colleen McAuliffe, Neil Christie, Annelies Leaver, Kathy Lyons, Sue Livermore and Brenda Wiggett.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

11.5 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION - 2 OCTOBER 2019**M393/19 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Talbingo Progress and Ratepayers Association committee.
2. Note the Minutes of the Talbingo Progress and Ratepayers Association meeting held on 2 October 2019

3. Not endorse the recommendation in the minutes for Council to facilitate a community meeting to discuss community energy initiatives
4. Make available the contact details of the Yackandandah Community Energy group to enable the Talbingo Progress and Ratepayers Association to coordinate and host a Community Energy initiatives meeting
5. Encourage the Talbingo Progress and Ratepayers Association to prepare an application for funding for Council's Community Strengthening grants program to fund the event

Cr Cate Cross/Cr John Larter

CARRIED UNANIMOUSLY

11.6 MINUTES - TUMBAFEST COMMITTEE - 2 OCTOBER 2019

M394/19 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Tumbafest Committee Minutes from
2. Note the Minutes of the Tumbafest Committee Meeting held on 02 October 2019

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

12. CONFIDENTIAL

M395/19 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 SOUTHERN PHONES ACQUISITION OFFER

Item 12.1 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.

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

At this stage, the time being 4:28 pm Council went into Confidential.

12.1 SOUTHERN PHONES ACQUISITION OFFER

M396/19 RESOLVED: THAT COUNCIL:

1. Agree to vote in favour of a special resolution to update Southern Phone's Constitution require to permit non-council shareholders of the Company;
2. Agree to the sale of two Southern Phones A Class ordinary shares (11 and 55) and one Preference Share (1 (J)) at the AGL Offer Price of \$785,714 in line with the attached sale of shares agreement; and
3. Delegate the General Manager to execute any relevant documentation necessary.

Cr Geoff Pritchard/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

M397/19 RESOLVED that Council move out of Confidential and the General Manager report back in open council any resolutions from the Confidential Session.

Cr John Larter/Cr Cor Smit

CARRIED UNANIMOUSLY

There being no further business to discuss, the meeting closed at 4:30 pm.

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.1 NOTICE OF MOTION - ESTABLISH A PERMANENT FIRE BREAK WEST OF TUMUT - CR GEOFF PRITCHARD**

Author: Cr Geoff Pritchard

Notice of Motion

In view of the imminent very serious fire season we urgently establish a permanent fire break west of Tumut, between the old rubbish tip in Boondaroo Street northwards to the Tumut Golf Course.

Cr Geoff Pritchard

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

Note the actions and strategies initiated by the NSW Rural Fire Service (RFS) and partner land agencies to manage the risk of bushfire on properties in the Tumut area, including the creation of a hazard reduction plan for the bushland adjacent to the Tumut township.

Officers Comment:

An article published in the Daily Advertiser on Saturday 16 November 2019 referred to a study undertaken by consultancy firm Risk Frontiers, which identified 242 homes in Tumut being "at risk" from bushfire due to their close proximity (within 100m) to dense vegetation. A copy of this article is attached to this report.

Advice from the NSW Rural Fire Service (Riverina Highlands District office), clarifies that the data prepared by Risk Frontiers is for homes within 100m of bushland and is based on postcodes. For the Tumut area this includes Goobaragandra, Lacmalac, Mondongo, Bombowlee, Argalong, Gocup, Talbingo, Blowering and Minjary.

The RFS have identified the areas of highest risk and have engaged with these communities and are developing community protection plans for these areas. This includes the creation of a hazard reduction plan for the bushland adjacent to the Tumut township, which covers a large part of the area referred to in this notice of motion. A copy of the map is attached to this report. Mosaic burns have been carried out in this area for a number years.

The Snowy Valleys Bushfire Management Committee made up of all the bushfire stakeholders in the Snowy Valleys Council area also adopted a Bushfire Management Plan in 2017 which identifies and assesses all the areas of bushfire risks in the area and assigns treatments related to the risks.

Residents living close to heavily vegetated areas are also strongly encouraged by the RFS to ensure that they have a bushfire safety plan in place. The RFS can assist and provide advice on bushfire preparedness and will have a look at properties and provide site specific advice.



NOTICE OF MOTION

Under Clause 3.10 of Councils Code of Meeting Practice, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on 12 December 2019

SUBJECT:

Motion - "In view of the imminent very serious fire season we urgently establish a permanent fire break west of Tumut, between the old rubbish tip in Boondaroo Street northwards to the Tumut Golf Course."

General Manager's Comment

Councillor
 Signature 

Date:

Councillor
 Signature

Date:

* * * * *

Attachments

- 1 Daily Advertiser article - 16 November 2019 (under separate cover) ➡
- 2 NSW Rural Fire Service map (under separate cover) ➡

8. MAYOR MINUTE**8.1 JANUARY 2020 EXTRAORDINARY MEETING**

REPORT AUTHOR: MAYOR JAMES HAYES
RESPONSIBLE DIRECTOR: GENERAL MANAGER

Purpose

This Mayoral Minute proposes the convening of an Extraordinary Meeting on Thursday 30 January 2020 to review Council's submission to the Minister in response to the public notice of the proposal pursuant to section 215 of the *Local Government Act 1993* that the Minister for Local Government has received from Save Tumbarumba Shire Inc. to reinstate the former Tumbarumba Shire local government area.

It is proposed that the prospective independent Audit, risk and Improvement Committee (ARIC) member be appointed at this meeting also.

RECOMMENDATION:

That Council receive the Mayoral Minute to proceed with an Extraordinary Meeting in January 2020 to:

- a) Review a submission to the Boundaries Commission;**
- b) Appoint an independent Audit Risk and Improvement Committee member to finalise the recruitment process;**
- c) Address any other urgent matters arising prior to the meeting.**

REPORT:

On 5 December Council received correspondence from the Office of Local Government advising that the Minister has determined that public notice of the proposal pursuant to section 215 of the *Local Government Act 1993*. to reinstate the former Tumbarumba Shire local government area by Save Tumbarumba Shire Inc shall commence on 9 December 2019 and end on 31 January 2020.

The public notice will state that the details of the proposal are available for public inspection on the Office of Local Government website and at Council's Tumbarumba and Tumut offices.

Council will prepare a response to the Minister during the public notice period, and the Extraordinary meeting will be required to review and approve the submission.

ARIC Committee Member

At the October Ordinary meeting, council resolved to, as per Resolution M307/19:

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.

In accordance with Clause 4 of the Terms of Reference, Council is required to appoint all members to the Audit, Risk and Improvement Committee.

Recruitment is in progress and Council will be required to appoint the preferred candidate at the January meeting ahead of the February Audit, Risk and Improvement Committee meeting.

Attachments

- 1 Letter - Office of Local Government (under separate cover) [⇒](#)
- 2 Proposal to Create a new Local Government Area Affecting Snowy Valleys Council - For Public Exhibition (under separate cover) [⇒](#)
- 3 Media Release - Demerger - OLG (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 SNOWY REGION CONSTRUCTION & DEVELOPMENT CONFERENCE - 18 - 19 NOVEMBER 2019****REPORT AUTHOR:** MAYOR JAMES HAYES**RESPONSIBLE DIRECTOR:** GENERAL MANAGER**EXECUTIVE SUMMARY:**

The 2nd Annual Snowy Region Construction & Development Conference was held in Cooma from 18th – 19th November 2019 to prepare the regional workforce for current and future opportunities – both for and beyond major infrastructure developments – key challenges we face within the region, ongoing efforts and strategies, where we may improve, and how educators and industry may be able to work closer to achieve desired outcomes.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Snowy Region Construction & Development Conference from the Mayor James Hayes and Councillors Isselmann and Wright.**

BACKGROUND:

The conference was attended by the Mayor Cr James Hayes, Councillors Isselmann and Wright. The conference program is attached to this report for Councillors information.

REPORT:

The conference provided an update on the Snowy 2.0 projects and associated works in the region including transmission lines, the National Energy Market, Workforce Development and Freight and logistics.

The Mayor presented to the conference on the investment spike in the Snowy Valleys region providing economic growth, generational infrastructure improvements, and a number of projects contributing to liveable communities. Brief coverage of the advocacy items relevant to continue to develop the amenity of the Snowy Valleys region and in particular the tourism and industry sector.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

4.6.3 Partner with stakeholders to ensure sustainable outcomes for the region as a result of Snowy 2.0

Financial and Resources Implications

Attendance at the conference was within the budget allowances.

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
List Direct Costs	Savings/Efficiencies	Community Benefits	Future projects to be funded from savings
List indirect costs		Organisational Benefits	Reputational improvements
Initial Costs	Ongoing Benefits	Other Non-financial benefits	Further enhancements

Policy, Legal and Statutory Implications:

Attendance was as per the Councillors Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The risk of not attending the conference is that Councillors won't be kept up to date on important issues currently being faced.

OPTIONS:

That Council not receive the report.

That Council add additional actions to the resolutions.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

An update on relevant sessions has been provided to the Executive Team and Councillors.

Attachments

- 1 Mayors presentation - Snowy Region Construction and Development Conference (under separate cover) [⇒](#)
- 2 Snowy Region Construction and Development Conference Program (under separate cover) [⇒](#)

9. GOVERNANCE AND FINANCIAL REPORTS

9.2 COUNCILLOR REQUEST TO ATTEND THE REGIONS RISING NSW FORUM 4 DECEMBER 2019

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

Purpose

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

RECOMMENDATION:

That Council endorse the approval under Section 7 of the Payment of Expenses and the Provision of Facilities to Mayor and Councillors Policy, the attendance of Councillor Julia Ham at the Regions Rising NSW Forum on 4 December 2019 in Sydney.

REPORT:

Regional Australia is changing, and with this transformation comes boundless opportunities to rethink what regional Australian means. The focus of this Regions Rising event is on Regional Jobs, Population and Migration in New South Wales with NSW Deputy Premier, The Hon. John Barilaro, who will share his vision for Regional NSW in the keynote address.

The relevant Councillor policy is "Payment of Expenses and the Provision of Facilities to Mayors and Councillors", section 7, which permits the Mayor and General Manager to make a decision on Councillors attending conferences between Council Meetings so long as the matter is reported to the following meeting.

The Mayor and General Manager agreed that it would be beneficial for Council for Councillor Julia Ham to attend and authorised her attendance on 4 December 2019 at the Regions Rising NSW Forum.

Options

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

Budget Implications

The registration fee to attend the forum is \$200 and the cost for accommodation is \$250. The balance of Cr Ham's budget at \$1,750 is sufficient to cover the cost of accommodation, travel and incidentals.

Project	Consolidate	Actuals	Budget	Variance
010534 - Ham Training	010534 - Clr. Julia Ham - Training & Development, Conferences	\$3,250.00	\$5,000.00	\$1,750.00

Legal Statutory Implications

N/A

Risk Management – WHS and Public Risk

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

Council Seal

No

Attachments

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.3 MODEL CODE OF CONDUCT COMPLAINTS STATISTICS REPORT - 2018-19**

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

EXECUTIVE SUMMARY:

Reporting complaint statistics to Council and the Office of Local Government is required under Part 11 of the Procedures for the Administration of the Code of Conduct. For the reporting period of 2018-19, there was a total of one complaint received and that complaint was finalised at the preliminary assessment stage. There were no complaints that required investigating by a conduct reviewer.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Code of Conduct Complaints Statistics Report – 2018-19**
2. **Note the Code of Conduct complaints statistics for the reporting period 1 September 2018 – 31 August 2019.**

BACKGROUND:

Nil

REPORT:

Under Part 11.1 and 11.2 of the Procedures for the Administration of the Code of Conduct the Complaints Coordinator must arrange for the following statistics to be reported to the Council and the Office of Local Government within 3 months of the end of September of each year. The following statistics are for the reporting period 1 September 2018 – 31 August 2019.

- a) One (1) code of conduct complaint was made about Councillors and the General Manager under the code of conduct in the reporting period;

The complaint was against an Acting General Manager

- b) One (1) code of conduct complaint was referred to a conduct reviewer;
- c) One (1) code of conduct complaint was finalised by a conduct reviewer at the preliminary assessment stage ;

Outcome

- Notification to be mindful of the accuracy of detail and correct information is conveyed in future correspondence
- d) Zero (0) code of conduct complaints were investigated by a conduct reviewer;
- e) Outcomes of investigation not relevant as there were no complaints investigated by a conduct reviewer;
- f) Zero (0) matters were reviewed by the Office of Local Government and
- g) \$1,130 was the total cost of dealing with code of conduct complaints made about Councillors and the General Manager in the year to September 2019, including staff costs.

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	An independent process to review and report complaints is integral to gaining community trust through transparent processes	Nil
Environmental	Nil	Nil
Economic	Nil	Nil
Governance	Ensures Council is acting within the Local Government Act 1993 and meeting legislative requirements	Nil

Financial and Resources Implications

Minimal financial and resource impact.

Costs and Benefits:

The cost of the conduct reviewer was a total of \$630 and the estimated costs internally would equate to \$500 (5 hours at \$100 per hour).

Policy, Legal and Statutory Implications:

Part 11.1 and 11.2 of the Procedures for the Administration of the Code of Conduct.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Appropriate referral of code of conduct complaints for review by an external conduct reviewer ensures that risk of impartial review is mitigated and provides assurance to the community.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.4 AUDIT, RISK AND IMPROVEMENT COMMITTEE CHAIR REPORT - UPDATE**

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

EXECUTIVE SUMMARY:

To provide Council with an updated report of the Audit Risk and Improvement Committee (ARIC).

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report Audit Risk and Improvement Committee Chair Report - Update**
- 2. Examine and discuss the Audit Risk and Improvement Committee Chair Report - Update**

BACKGROUND:

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

In accordance with Clause 9 of the ARIC Terms of Reference, the first Committee meeting after 30 June each year, ARIC will provide a performance report to the Council. The ARIC Chair has suggested to revise the Terms of Reference to reflect that the Chair report be presented at the first meeting after the November ARIC meeting. This will ensure that the review of the financial statements is reported in a timely manner. The Terms of Reference will be revised at the February ARIC meeting and presented to Council thereafter.

This report provides an update for the past 3 meetings since the June ARIC Chair report.

REPORT:

The Audit Risk and Improvement Committee (ARIC) resolved to move future annual committee reports to November each year and an update be provided to the Council for the period not covered in the previous report.

The Audit Office (AO) raised 6 recommendations in its external audit management letter for 2019, all were moderate risks, 4 were repeat issues and progress is being made on a number of the issues. This is a considerable improvement on the external audit conducted in the previous financial year.

An internal audit review on Cost Allocations identified 8 issues, one being a high risk. Most of the issues relate to the need for a comprehensive cost allocation and overhead recovery policy and associated procedures. Other issues have already been addressed.

A new internal auditor has been engaged and will conduct 2 audits during the financial year 2019/20.

A process for a new independent external ARIC member is underway following the resignation of an independent external member.

One Councillor has resigned as a member of ARIC and another has joined the Committee.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Outcomes

4.5.3 Undertake 3 internal audits annually

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	By providing a leading role in internal audit and risk management, processes should become 'business as usual' operations of Council, ensuring the needs of the community are being meet.	Nil
Environmental	Risk management is an essential part of effective corporate governance, inclusive of environmental risks	Nil
Economic	ARIC scope includes the reliability and integrity of financial operational information	Internal Audit and the ARIC have a cost to Council of \$47,000 for this financial year
Governance	Internal audit is an essential component of a good governance framework for all councils. At both a management and councillor level, councils must strive to ensure there is a risk management culture. Internal audit can assist in this regard.	Nil

Financial and Resources Implications

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

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

Audit, Risk and Improvement Committee Terms of Reference

Internal Audit Guidelines September 2010

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

An internal audit review of the SVC Enterprise Risk Management Framework (ERMF) in the context of risks to achieving Councils strategic, capital and operational objectives is underway. The review will assess whether the ERMF has appropriate policies, procedures and systems in place and that they are being followed.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

ARIC Committee Members

Governance and Risk Coordinator

Attachments

- 1 20191202 - Updated ARIC Chair Report - 01 July to 30 November 2019 [↓](#)

AUDIT, RISK & IMPROVEMENT COMMITTEE UPDATE REPORT

Update 1 July to 30 November 2019

The Audit Risk and Improvement Committee (ARIC) resolved to move future annual committee reports to November each year and an update be provided to the Council for the period not covered in the previous report.

Summary

The Audit Office (AO) raised 6 recommendations in its external audit management letter for 2019, all were moderate risks, 4 were repeat issues and progress is being made on a number of the issues. This is a considerable improvement on the external audit conducted in the previous financial year.

An internal audit review on Cost Allocations identified 8 issues, one being a high risk. Most of the issues relate to the need for a comprehensive cost allocation and overhead recovery policy and associated procedures. Other issues have already been addressed.

A new internal auditor has been engaged and will conduct 2 audits during the financial year 2019/20.

A process for a new independent external ARIC member is underway following the resignation of an independent external member.

One Councillor has resigned as a member of ARIC and another has joined the Committee.

Risk/Control Framework

An internal audit review of the SVC Enterprise Risk Management Framework (ERMF) in the context of risks to achieving Councils strategic, capital and operational objectives is underway. The review will assess whether the ERMF has appropriate policies, procedures and systems in place and that they are being followed.

Details of Meetings

Meetings held: 7 August 2019, 25 September 2019 (special meeting to consider the Draft 18/19 Financial Statements), 6 November 2019.

Attendees at ARIC meetings during the period	Meetings Attended
Independent External Members	
Glenyce Francis (Chair)	3
Ian Chaffey (resigned 26 September 2019)	1
Steven Walker	3
Councillors	
Julia Ham (resigned)	1
John Larter	2
Cate Cross (replaced Julia Ham)	1
Attendees (Non-voting)	
Mayor, James Hayes	3
General Manager, Matthew Hyde	3
Director Internal Services, Robyn Harvey	1
Director Assets & Infrastructure, Matt Christensen	1
Acting Director Internal Services, Shelley Jones	2
Acting Director Assets & Infrastructure, Heinz Kausche	2
Acting Director, Strategy, Community & Development, Phil Stone	3
Divisional Manager Finance & IT	3
Coordinator Governance & Risk	3
Governance & Compliance Officer	2
Internal Audit and External Audit Representatives have also attended as required.	

Summary of Work - Highlights

Risk Management

- Received and reviewed quarterly Safety, Risk and Quality Committee reports
- Monitored progress on the implementation of the Enterprise Risk Management Framework
- Received and reviewed reports on the SVC Risk Register
- Monitored the Audit, Risk and Improvement Matrix Report and the actions taken on recommendations
- Received reports on SVC Major Projects Program
- Received reports on major risks from Directors
- Received, examined and discussed a Discussion Paper on A New Risk Management and Internal Audit Framework

Financial Management and External Accountability

- Considered the draft Annual Financial Statements 18/19, Special Purpose Reports and Special Schedules and asked such questions as it considered of SVCs finance staff and auditors in attendance, and was satisfied with the responses received
- Received and reviewed the External Audit opinion, including whether appropriate action has been taken in response to Audit recommendations and adjustments

Governance and Compliance

- Received the report on Improvement Plan from Code of Conduct Complaints received during 2019, examine and discuss improvement plan.

Internal Audit

- Participated in a workshop to identify areas for inclusion in the Internal Audit Review Plan
- Ensured that the internal Audit coverage and the Internal Audit Plan addresses the identified major risk areas
- Reviewed and endorsed the Internal Audit Plan 19/20
- Received and reviewed reports on 2 audits conducted in 2019 - Fraud and Corruption Control, Cost Allocations - considered significant issues identified and action taken on issues raised
- Monitored the implementation of internal Audit recommendations by management

External Audit

- Acted as a forum for communication between Council, the General Manager and External Audit

Other

- Received the report on Council Adoption of Integrated Planning and Report Documents for 2019/20
- Received the report 2018/2019 Operational Plan Performance and Status Report, examined and discussed the Report
- Received the report on the Organisational Structure, review and discuss the organisational structure process and outcomes
- Verbal Confidential Reports provided by General Manager to ARIC

9. GOVERNANCE AND FINANCIAL REPORTS

9.5 STATEMENT OF INVESTMENTS - NOVEMBER 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 November 2019.

Significant expenditure continues to be 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 November 2019

BACKGROUND:

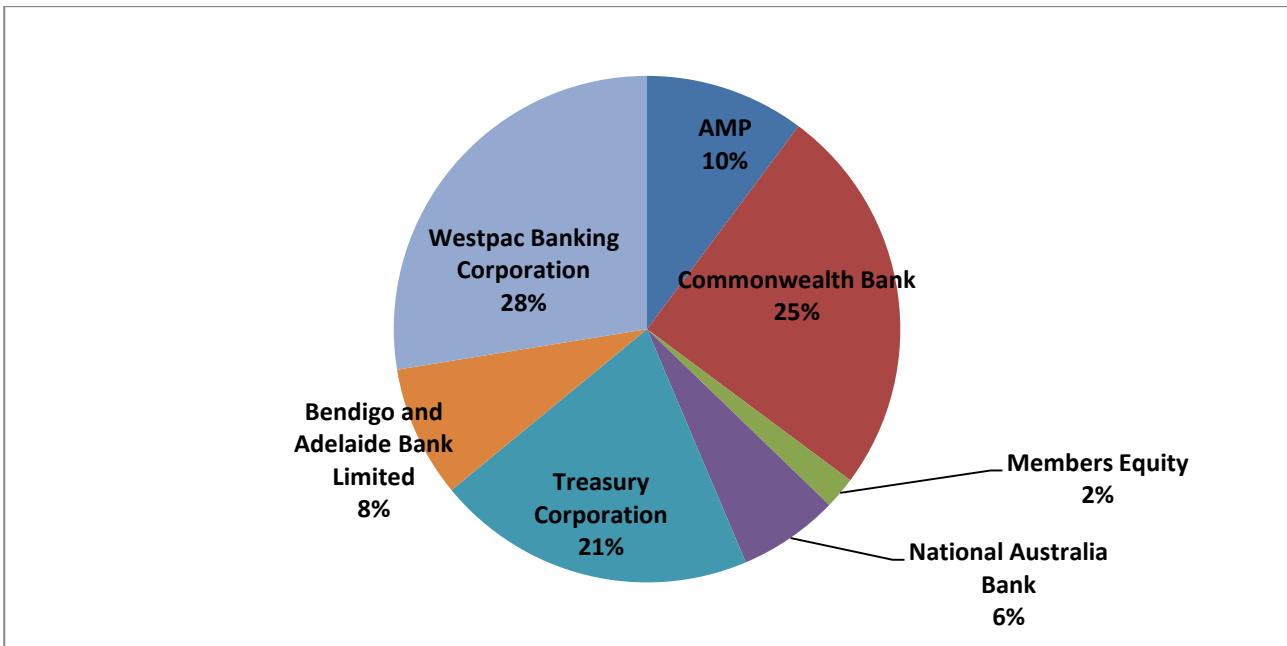
Nil

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		30/11/2019				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 63,823	\$ 77,537	-\$ 13,714	IWD Gen	0.75%	
National Australia Bank	\$ 137,080	\$ 145,474	-\$ 8,394	W/Acct	0.75%	
Commonwealth Bank	\$ 1,547,510	\$ 1,472,872	\$ 74,639	W/Acct	0.75%	
Commonwealth Bank	\$ 10,618,135	\$ 11,804,449	-\$ 1,186,314	At Call (BOS)	1.00%	
<i>Sub Total Cash & 11 am at Call Accounts</i>	<i>\$ 12,366,548</i>	<i>\$ 13,500,331</i>	<i>-\$ 1,133,783</i>		<i>0.81%</i>	
TCorp Investments (at Call)	Balanced Invested \$	Balanced Invested \$		Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)
Treasury Corporation	\$ 535,588	\$ 535,084	\$ 505	at call	0.09%	0.54%
Treasury Corporation	\$ 1,080,560	\$ 1,079,225	\$ 1,335	at call	0.12%	0.70%
Treasury Corporation	\$ 3,459,600	\$ 3,416,367	\$ 43,233	MTGF	1.27%	3.29%
Treasury Corporation	\$ 4,923,794	\$ 4,802,504	\$ 121,290	LTGF	2.53%	5.52%
<i>Sub Total TCorp Investments at call</i>	<i>\$ 9,999,542</i>	<i>\$ 9,833,180</i>	<i>\$ 166,363</i>		<i>1.00%</i>	
Total Cash & At Call Investments	\$ 22,366,091	\$ 23,333,511	-\$ 967,420		0.91%	

	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	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
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	29/10/2019	1.60%	27/01/2020
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
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	9/10/2019	1.55%	6/04/2020
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	9/10/2019	1.55%	6/04/2020
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
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	20/11/2019	1.48%	17/08/2020
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	4/09/2019	1.70%	4/09/2020
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	14/10/2019	1.60%	14/10/2020
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	26/11/2019	1.50%	25/11/2020
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	26/11/2019	1.50%	25/11/2020
Total TD's	\$ 26,615,623	\$ 26,615,623	\$ -		1.89%	
Total Cash & Investments	\$ 48,981,713	\$ 49,949,133	-\$ 967,420			



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 decreased by \$967k during November 2019.

The main contributing factor was expenditure relating to the following projects:

- | | |
|--|----------|
| • Alpine Way Slope Restoration | \$452k |
| • Tumbarumba to Rosewood Rail Trail Bridges | \$210.5k |
| • Tumba showground resurface | \$160k |
| • Design plans for Adelong/Batlow/Tumba amenities | \$127k |
| • Design/Construction Khancoban Streetscape/Talbingo Public area | \$113.5k |

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

- NAB Term Deposit of \$1m renewed for 271 days at 1.48%
- Bendigo Bank Term Deposits of 2 x \$500k renewed for 12m at 1.5%

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 FOOTPATH, KERB AND ROAD VERGE POLICY - FEEDBACK FROM PUBLIC EXHIBITION

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

EXECUTIVE SUMMARY:

Snowy Valleys Council exhibited the Draft Footpath, kerb and Road Verge Policy after endorsement at the September Council Meeting. One internal submission was received, reviewed and in part, implemented into the new policy.

RECOMMENDATION:

THAT COUNCIL:

1. Receive this report on the Draft Footpath, Kerb and Road Verge Policy – Feedback from Public from the Acting Director Assets and Infrastructure.
2. Note the one submission received for the Draft Footpath, Kerb and Road Verge Policy
3. Adopt the Footpath, Kerb and Road Verge Policy with changes.
4. Write to the submitter, thanking them for their input and advising them of the outcome to their submission.

BACKGROUND:

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

REPORT:

Snowy Valleys Council exhibited the Draft Footpath, Kerb, and Road Verge Policy for public and internal feedback from the 2nd October to the 30th October 2019

The table below summaries the submission:

	Submission Summary	Employees Comment
1	<p>Issues:</p> <p>The submission raised concerns with the following aspects of the policy.</p> <p>4.2 Management of Road Verges</p> <p><i>i. Council will employ a reactive approach to defects occurring on road verges on maintained roads recognised within Council's Roads Register, through response to complaints received</i></p> <p><i>ii. Maintenance Activities that Council will not undertake on road verges include:</i></p> <p><i>o Mowing in front or adjacent to privately owned or</i></p>	<p>Council has insufficient funds to mow all road verges within the Local Government Area.</p> <p>However, council will address road verges if they become a hazard to the community or employees.</p> <p>The term 'declared noxious weeds' has been amended in the policy to 'weed biosecurity' and the management will be</p>

	Submission Summary	Employees Comment
	<p><i>operated properties</i></p> <ul style="list-style-type: none"> <i>o Weeding, unless a declared noxious weed recognised within Council's weed eradication program</i> <i>o General maintenance of private structures, gardens or sculptures within the road reserve</i> <i>iii. Maintenance activities within</i> 	<p>undertaken only to, eradicate or contain a new or existing widespread priority weed in line with the Riverina Regional Strategic Weed Management Plan 2017 – 2022.</p> <p>The Riverina Regional Strategic Weed Management Plan 2017 – 2022 has also been referenced in the policy.</p>

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

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

Financial and Resources Implications

The Footpath, Kerb and Road Verge Policy does not require an increased investment over that which is allocated.

Policy, Legal and Statutory Implications:

In accordance with the *Community Engagement Policy and Strategy* the Draft Footpath, Kerb and Road Verge Policy was placed on public and internal exhibition.

In constructing the policy the following legislation was considered:

New South Wales Local Government Act 1993
Civil Liability Act 2002
Roads Act 1993
Roads Regulation 2008
Riverina Regional Strategic Weed Management Plan 2017-2022

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

To maintain Council's duty of care a robust method of assessment and prioritisation will be required to maintain and deliver the requirements of the policy.

OPTIONS:**Following the completion of public and internal exhibition:**

- Resolve to adopt the recommendation for a new Snowy Valleys Council Footpath, Kerb and Road Verge Policy.
- Resolve to amend and adopt the recommended new Snowy Valleys Council Footpath, Kerb, and Road Verge Policy.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The formulation of this policy has incorporated research, communication and consultation with the Assets, Planning and Design division as well as consultation with the public through:

Media: newspaper, website, and libraries
Exhibition opened: 2nd October
Exhibition closed: 30th October

Attachments

- 1 Internal Exhibition Submission for Kerb and Road Verge Policy. (under separate cover) ⇨
- 2 Draft Footpath, Kerb and Road Verge Policy - amended (under separate cover) ⇨

10. MANAGEMENT REPORTS**10.2 NSW STATE LIBRARY FUNDING - STAGE TWO (2)**

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

EXECUTIVE SUMMARY:

This report informs Councillors of NSW State Library Funding arrangements and Stage 2 of the Renew Our Libraries Funding Campaign, seeking endorsement for Council to actively participate in advocacy initiatives.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on NSW State Library Funding from Acting Director Strategy, Community & Development.**
2. **That Council make representation to the local State Member(s), Dr Joe McGirr and Mr Justin Paul Clancy, in relation to the need for a sustainable state funding model for the ongoing provision of public library services.**
3. **That Council write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019-20 to 2022-23 NSW state funding model.**
4. **That Council continue to take a leading role in lobbying for sustainable state government funding for libraries.**
5. **That Council endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.**

BACKGROUND:

The Renew Our Libraries campaign began with a mission to address the funding crisis that NSW public libraries were facing after 40 years of successive state government funding cuts.

With demand for public libraries soaring but state funding decreasing, each year public libraries in NSW were falling further into crisis and struggling to meet the demands of the community. The funding cuts became so severe that in 2018, NSW public libraries received the lowest state funding in the country.

This crisis meant that councils were having to shoulder more and more of the funding, to the point where local government was funding over 90% of the costs to keep local public libraries operating. Local Government NSW and the NSW Public Libraries Association united to form the Renew Our Libraries campaign to fix the crisis, once and for all.

At the 23 August 2018 meeting of Council, Councillors endorsed supporting the Renew Our Libraries campaign, and made representation to Deputy Premier, John Barilaro MP, the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for urgent action on the issue of library funding.

Snowy Valleys Council took a leading role in lobbying for increased and sustainable State Government funding for libraries by also calling upon the Canberra Joint Operations (CJO) and Riverina Eastern Regional Organisation of Councils (REROC) to actively advocate for a sustainable increase in NSW Libraries Funding.

Following strong support of councils, libraries and communities across NSW, the NSW Public Libraries Association's (NSWPLA) Renew Our Libraries funding campaign secured a \$12.95 million increase in Grants and Subsidies funding for NSW libraries in the 2019/20 NSW state budget, the largest single increase in funding since the introduction of the Library Act in 1939.

This funding injection provides a total Grants and Subsidies allocation of \$36.478 million in 2019/20, and is part of a \$60m increase in public library funding over the quadrennial period 2019/20 to 2022/23. The average increase in state funding contributions paid to NSW councils for expenditure on library services in 2019/20 is 72.9% more than 2018/19 funding.

Snowy Valleys Council was a beneficiary of the increase in funding, with an additional \$33,201 received as part of the 2019/2020 State Library Funding Return. At the October 2019 Meeting of Council it was resolved that these additional funds would be set aside for the purpose of the New Batlow Library Project.

REPORT:

The NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign was a spectacular success, delivering an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23. This is the largest single increase in state funding since the NSW Library Act was introduced in 1939.

This outcome was achieved as a result of the remarkable support of councils, libraries and communities across the state. Over 80% of NSW councils formally endorsed Renew Our Libraries through council resolutions.

The NSW Public Libraries Association has requested the support of NSW councils in its advocacy to State Government to develop a sustainable funding model for NSW libraries.

Renew Our Libraries Phase Two has recently been launched <https://renewourlibraries.com.au/> Well known media and advocacy company Essential Media has been engaged to administer the campaign, the objectives of which are to:

- **Index the total increased state funding contribution** to the Consumer Price Index (CPI) in perpetuity. Without indexation the actual value of state funding for NSW libraries will decline over time, leaving NSW councils to either meet the shortfall or reduce services.
- **Protect the new funding commitment** by including all elements of the new state funding model in legislation through the Library Act and/or the Library Regulation. Currently, only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, **leaving 46% of the total funding for NSW libraries at risk.**

Index the Funding → Protect the Funding

These two simple measures will ensure that NSW councils continue to receive a significantly increased state government contribution to the operation of public libraries across the state, which will be protected by legislation and will not be subject to cost of living attrition over time.

This will also mean that the NSW Public Libraries Association, its member councils and libraries across the state can direct their funds and efforts to the ongoing support and development of high quality library services for NSW communities, rather than engaging in expensive and time consuming future funding campaigns.

This is our opportunity to lock in the historic 2019 state funding increase for NSW libraries once and for all, thereby ensuring the future prosperity of the NSW public library network.

Accordingly, it is recommended that Council supports the NSW Public Libraries Association by formally endorsing Phase Two of the Renew Our Libraries Campaign to secure a sustainable funding model for NSW public libraries in perpetuity.

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

1.2.5 Deliver program of children and youth events by Library services

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring the Council can continue to provide excellent library services to the community.	Loss of funding could result in the loss of services and cut backs to outreach programming within libraries.
Environmental	Nil	Nil
Economic	Ensure sustainable funding is provided for library services into the future.	If funding is not indexed greater pressure to Council's budget could occur and issues with services delivery will occur.
Governance	Council provides library services in accordance with the Library Act 1939.	Nil

Financial and Resources Implications

Snowy Valleys Council was a beneficiary of the increase in funding, with an additional \$33,201 received as part of the 2019/2020 State Library Funding Return. Council's 2019/2020 budget for library operations is \$740,750.

Stage 2 of the Renew Our Libraries Campaign will focus on the future sustainability of library funding through cost of living indexation and protection via inclusion of the new funding arrangements in library legislation.

This step is critical to ensure that councils will receive the increased level of library funding in perpetuity, and in step with future cost of living increases. Without this assurance, funding for our libraries can easily diminish over time, leaving NSW councils to once again meet the shortfall.

Policy, Legal and Statutory Implications:

In accordance with the Library Act 1939 Section 10, membership of the library for residents and ratepayers is provided free. No charge is made for the use of library materials or access to the information services of the library.

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:

Should the NSW Government choose not to modify the funding model for NSW Public Libraries to reflect CPI indexing, the ongoing sustainability of the current increase in funding achieved through the Renew Our Libraries campaign may be at risk.

OPTIONS:

1. Council endorse the recommendations as set out above.
2. Council does not endorse the recommendations and does not play an active role in the Renew Our Libraries funding campaign.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Information pertaining to the Renew Our Libraries Funding Campaign – Phase 2 was provided to Council at the October meeting of Riverina Regional Library.

ATTACHMENTS

Nil

10. MANAGEMENT REPORTS**10.3 RADIO UPPER MURRAY SERVICE AGREEMENT**

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

EXECUTIVE SUMMARY:

Radio Upper Murray in Tumbarumba has requested a change from an annual to a three year Service Fee Agreement for the rental of space used for delivering Community radio.

The optimal outcome of this report is the adoption of a three year Service Fee Agreement for the rental space used by Radio Upper Murray in Tumbarumba.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Radio Upper Murray Service Agreement from Acting Director Strategy, Community and Development.**
- 2. That a three year contract be conditional upon Radio Upper Murray playing 42 hours of Council content per year.**

BACKGROUND:

Radio Upper Murray is a community radio station that was established in 1994, with its original base in Walwa and branches in Corryong and Tumbarumba.

Radio Upper Murray (RUM), in Tumbarumba, used to operate from a small demountable at the rear of the council offices in Tumbarumba.

In 2016, RUM Tumbarumba was successful in securing a \$ 50,000 grant from the Stronger Communities Grant Funding, to refurbish the Tumboosh area of the Stadium to a state of the art broadcasting studio.

In May 2018, RUM moved into the studio with an annual Service Fee Agreement with Snowy Valleys Council.

REPORT:

The Service Fee Agreement between Snowy Valleys Council and RUM for the space used in The Stadium, Tumbarumba is due for renewal. RUM has requested a three year instead of annual agreement to ease the administrative burden on both RUM and Snowy Valleys Council.

The agreement between Snowy Valleys Council and RUM is for a dollar value of \$5,000 per year. \$70.00 per month is rental paid to Council with the remainder being promotion of Snowy Valleys Council.

The agreement outlines responsibilities and accountabilities of both parties.

RUM has limited revenue and relies on sponsorship to meet expenditure costs, and volunteers to operate the studio. RUM also has a working relationship with Sounds of the Mountains (Community radio in Tumut), and uses pre-recorded sessions from them to fill the gaps in air time and to keep costs down in delivering community radio.

RUM has not had a significant increase in sponsorship to absorb an increase in rent. Council would not be disadvantaged by a three year contract.

Council has not used the in-kind promotional component well off the agreement and could benefit from a concentrated effort to use this part of the agreement to communicate services, activities and events to the public.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

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 community radio is provided to the community, enhancing connection to the community.	Lack of community radio services, minimises social connection to communities for residents.
Environmental	Nil	Nil
Economic	Nil	Lack of revenue opportunities.
Governance	Council provides and assesses agreements / contracts in line with contract management process.	Nil

Financial and Resources Implications

- The current revenue received from the agreement is budgeted. Revenue covers the utility and maintenance costs.
- A three year agreement does not allow for unexpected costs associated to the space used.

Costs and Benefits:

- A developed timetable of Council activities and events would enhance Council's reach within the local government area, enabling residents to be more informed and connected with Council.
- A three year agreement would ease the administrative burden for both RUM and Snowy Valleys Council, providing efficiencies in service.

Policy, Legal and Statutory Implications:

According to the Local Government Act 1993, Part 10 Fees Division 1 Council fees—general, 608 Council fees for services, Council may charge and recover an approved fee for any service it provides, other than a service provided, or proposed to be provided, on an annual basis for which it is authorised or required to make an annual charge under section 496 or 501.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Comment to be provided if appropriate

OPTIONS:

To continue with annual agreements with a review of the agreement each year in consultation with Radio Upper Murray representatives.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation

Acting Director Strategy, Community and Development for advice on managing the agreement and proceeding with the report.

External Consultation

Representatives of Radio Upper Murray/ discussion on the agreement.

ATTACHMENTS

Nil

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 6 NOVEMBER 2019**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Audit, Risk and Improvement Committee.**
2. **Note the Minutes of the Audit, Risk and Improvement Committee meeting held on 6 November 2019**

BACKGROUND:

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

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

In discharging its responsibilities, the Committee reviews and considers:

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

REPORT:

At the November 2019 meeting of the Audit, Risk and Improvement committee the following items were considered:

- The minutes from the 7 August 2019 ordinary committee meeting and the minutes from the 25 September 2019 Extraordinary meeting were received with no further business arising from those minutes.
- The resignation of one External Committee member together with plans for the recruitment for a replacement.
- The Action Plan from previous meetings and their current status was reviewed and the committee noted the completion of a number of those actions.
- The Audit, Risk and Improvement Matrix report and plan containing actions and recommendations put to the committee by both the Internal and External Auditors. The completion dates and status of each recommendation was reviewed by the committee. The committee requested management provide a more manageable solution for presentation of future matrix reports in 2020.

- Information relating to the outcomes of confidential Code of Conduct complaints received throughout the first half of the 2019, including the investigation findings and improvement recommendations. The committee endorsed the improvement plan to be included in the ARIC action plan for implementation.
- The Annual Financial Statements, the NSW Audit Office Engagement closing report and the NSW Audit Office Management letter for the period end 30 June 2019 which provided information to the committee noting that the Annual Financial Statements were complete and signed off by the External Auditor on the 24 October 2019. An Independent Audit report from the NSW Audit Office and the Conduct of the Audit have been consolidated into the statements.
- The outcomes and recommendation of the internal audit review conducted on “cost allocations”. The recommendations will be added to the Audit Matrix for implementation and monitoring.
- Council’s Internal Auditor presented the new three year audit plan. This plan endorses the commitment of the committee for two (2) reviews to be undertaken in the current financial year. The reviews will focus on the Risk Management Framework and Management Accounting / Financial Reporting Controls. Further reports will be presented to the committee at the conclusion of both reviews.
- The Major Projects program for 2018/19 and 2019/20 were presented with progress information current to October 2019. The committee endorsed the recommendations of the Project team that decisions have been escalated to the Board as part of a process to fast track the delivery of projects and noted that the Risk Assessments and status of projects has been assessed and reported each month to the Councillor Workshop.
- The committee noted the report on the organisational structure process and outcomes.
- The quarterly report on the Safety, Risk and Quality which outlined some of the significant undertakings of this committee during the last quarter, including the Incentive Bonus Scheme, Council Improvement Program Workbooks and progress of the departmental Risk registers.
- The draft Risk Management and Internal Audit Framework for local councils in NSW discussion paper released by the NSW Government. This discussion paper outlines the requirements under the Local Government Act for each council of the need to establish and operate an Audit, Risk and Improvement committee. Internal Audit practitioners have been invited to submit feedback on the draft paper to assist in the development of a very robust and effective risk management and internal audit framework for local government. The committee endorsed the Chair of the ARIC committee to prepare and lodge a submission on behalf of Snowy Valleys Council.
- A snapshot of the progress with the actions in the Operational Plan for 2018-19 and the first quarter of the 2019/20 period performance was examined and discussed.
- A forward meeting plan was presented to the committee showing meeting dates and agenda items. The committee endorsed the meeting dates for 2020 and resolved that all future meetings of the committee will be held in Tumut unless there is a reason to hold the meeting in an alternative location.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

4.5.4 Undertake 3 internal audits annually

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

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

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Committee is charged with the responsibility of:

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

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Audit, Risk and Improvement committee meeting - 6 November 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.2 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP MEETING - 28 NOVEMBER 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 meeting held 28 November 2019, from Acting Director Strategy, Community and Development.**
2. **Note the Minutes of the Disability Inclusion Access Reference Group meeting held on 28 November 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. At the 15 August 2019 Council meeting the DIARG was adopted as an advisory group of Council with the following actions to achieve;

M227/19:***THAT COUNCIL:***

2. *Create the DIARG as an internal advisory group.*
3. *Disband the Community Welfare Committee (CWC) in its current form.*
4. *Invite the CWC to join the DIARG as a sub-committee reporting to the DIARG.*
5. *Appoint councillor delegates to the DIARG.*
6. *The General Manager be authorised to select a Councillor in consultation to the mayor to sit on the committee.*

Cr Julia Ham/Cr Andrianna Benjamin

REPORT:

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

- Minutes from 26 September 2019 meeting were adopted. October meeting was cancelled.
- Planned activities for International Day of Disabilities in December 2019, moved to 2020. Councillors and senior staff to be invited to a 'blind lunch' experience.
- Meeting frequency in Terms of Reference states quarterly meetings and the DIARG meet monthly. It was agreed to continue to meet monthly with quarterly meetings a minimum to aspire to.
- Safety of people in leash free dog areas in Snowy Valleys Council to be pursued.
- Representatives from DIARG to attend Khancoban United Volunteers Association meeting in March 2020, to raise awareness of DIARG and Council's Disability Inclusion Action Plan.

Next meeting to be held 11 am – 1 pm, 23 January 2020 in Tumbarumba.

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 DIARG is an active advisory committee, and to date have achieved the progression of twenty nine out of thirty six actions in the DIAP. Many of these actions have community social and welfare benefits.

Policy, Legal and Statutory Implications:

According to the *Disability Act, 2014, Division 3* Disability inclusion action plans, Council as a public authority must have a disability inclusion action plan, so that people with disability can access general supports and services available in the community, and can participate fully in the community.

Under the *Local Government Act, 1993, 375 - Minutes (1)* Council must ensure that full and accurate minutes are kept of the proceedings of a meeting of the council

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 - 28 November 2019 (under separate cover) ⇒

11. MINUTES OF COMMITTEE MEETINGS**11.3 MINUTES - LOCAL TRAFFIC COMMITTEE - 27 NOVEMBER 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. Receive the Minutes of the Local Traffic Committee meeting held on Wednesday 27 November 2019.
3. Endorse the following recommendations of the Traffic Committee:
 - 4.1 **Adelong Pre-School – Parking**
 - 4.1.1 Receive the report on the Adelong Pre-School – Parking
 - 4.2 **Rural Bus Stop Application – 660 Batlow Road, Tumbarumba**
 - 4.2.1 Receive the report on the Rural Bus Stop application at 660 Batlow Road, Tumbarumba.
 - 4.3 **Request for Rural Bus Stop – 4235 Batlow Road, TUMBARUMBA (2797MO)**
 - 4.3.1 Receive the report on the request for a rural bus stop at 4235 Batlow Road, Tumbarumba.
 - 4.3.2 Approves the application for the rural bus stop located to be located at 4235 Batlow Road, Tumbarumba.
 - 4.4 **Speed Zones – Snow Ridge Road/Tooma Road/Swampy Plains Road & The Elliott Way**
 - 4.4.1. Receive the report on the review of speed zones along parts of the following roads: Snow Ridge Road; Tooma Road; Swampy Plains Road; Elliott Way
 - 4.5 **Special Event Application – Colour Explosion Fun Run - Tumut**
 - 4.5.1. Receive the Special Event Application – 2020 Colour Explosion Fun Run.
 - 4.5.2 Support the Special Event Application for the 2020 Colour Explosion Fun Run on 4 April, 2020 to enable the event to go ahead, subject to Council’s standard conditions.
 - 4.6 **Special Event Application – Batlow Ciderfest 2020**
 - 4.6.1 Receive the Special Event Application – 2020 Batlow Ciderfest.
 - 4.6.2 Support the Special Event Application for the 2020 Batlow Ciderfest on 16 May, 2020 to enable the event to go ahead, subject to Council’s standard conditions.

4.7 Special Event Application – 2020 Festival of The Falling Leaf

- 4.7.1 Receive the Special Event Application – 2020 Festival of the Falling Leaf.
- 4.7.2 Support the Special Event Application for the 2020 Festival of the Falling Leaf on 2 May, 2020 to enable the event to go ahead, subject to Council's standard conditions.

4.8 Special Event Application – 2019 Tumbarumba Community Christmas Carnival

- 4.8.1 Receive the report on Special Event Application – 2019 Tumbarumba Community Christmas Carnival.
- 4.8.2 Support the Special Event Application for the 2019 Tumbarumba Community Christmas Carnival to enable the event to go ahead, subject to Council's standard conditions.

4.9 Progress Report on the progress of items discussed at previous Local Traffic Committee Meeting

- 4.9.1 Receive the report on the progress of items discussed at previous Local Traffic Committee Meeting.

- 4. Note that consideration will be given to allocating funding for the delivery of the initiatives recommended by the Local Traffic Committee as part of the 2020/21 budget process

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:

The Traffic Committee meeting was held on 27 November 2019.

Agenda items that were discussed included:

- Rural bus stops applications for Tumbarumba
- Speed Zones requests for Snow Ridge Road, Tooma Road, Swampy Plains Road and The Elliott Way
- Special Event Applications for The Colour Explosion Fun Run, Batlow Ciderfest 2020 and Festival of the Falling Leaf 2020.
- Committee members also discussed additional road safety matters of concern as detailed within the Minutes under 'General Business'.
- Parking at Adelong Preschool in Lynch Street, Adelong.

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

There is currently no budget allocated to the delivery of the initiatives considered by the Local Traffic Committee and it is proposed to consider allocating funding to these initiatives as part of the 2020/21 budget process.

Costs and Benefits:

Projects costs are not included in this report.

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:

Nil.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Minutes - Local Traffic Committee Meeting held 27 November 2019 (under separate cover) [⇨](#)

11. MINUTES OF COMMITTEE MEETINGS**11.4 MINUTES - BATLOW DEVELOPMENT LEAGUE - 6 NOVEMBER 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 from Acting Director Strategy, Community and Development.**
2. **Note the Minutes of the Batlow Development League meeting held on 6 November 2019**
3. **Note the Annual General Meeting minutes held on 6 November 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 6 November 2019. Items of discussion of note are as follows:

The following items were discussed:

1. Council Matters
 - a. Showground Lighting – New key for the lighting box has been cut
 - b. Literary Institute – Sale of the old Batlow Chemist Shop on hold. The booking process is still being addressed.
 - c. 40kph Zone in CBD
2. General Business
 - a. Hangi (16th November)– numbers are required for catering. Dr Joe McGirr will be attending
 - b. The Cannery Sound Shell – Designed has been approved by BDL
 - c. Brindabella Road – Committee interested in fund raising with Council to complete the work
 - d. Literary Institute – Cleaning of Literary Institute need to be addressed. R Billing following up with Council
 - e. School Bus Stop – Council to liaise with Bus Company.
3. Recommendation from Committee
 - a. BDL recommends Visit Batlow website be taken over by Council from BDL

The Batlow Development League met on 6 November at 7.00pm for their Annual General Meeting. The following was discussed:

1. Treasurers Reports
 - a. No report, due to treasure not present
2. Election of Core Members to have voting rights:
 - a. R Billing, K. Dawson, C Agate, T McDonald, D Killeen, C. Dawson, H. Tietze, A. Dickinson, D. Witshire, J. Wilford, N. Shaw.
 - b. Chairperson – R Billing - accepted and carried
 - c. Vice Chairperson – K Dawson & T McDonald – accepted and carried
 - d. Secretary – A Dickinson – accepted and carried
 - e. Treasurer – C Agate – accepted and carried
 - f. Publicity and Media Officer – D Killeen – accepted and carried.

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 - Batlow Development League Committee and Annual General Meeting - 6 November 2019 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS

11.5 MINUTES - SOFTWOODS WORKING GROUP COMMITTEE - 23 AUGUST 2019

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

RECOMMENDATION:

THAT COUNCIL:

1. Receive the report on the Softwoods Working Group August 2019 meeting from Acting Director Strategy, Community and Development.
2. Note the Minutes of the Softwoods Working Group meeting held on 23 August 2019.

BACKGROUND:

The Softwoods Working Group (SWG) was formed in 1987 and membership consists of representatives from Local Government, Regional Development Boards, Forests NSW and all the major plantation growing and processing industries in the south west slopes region of NSW. Snowy Valleys Council participates in each meeting and often hosts the meetings in Tumut or Tumbarumba.

REPORT:

The Softwoods Working Group met in Holbrook on 23 August 2019. The meeting was very well attended. Snowy Valleys Council was represented by Councillor Wright, Division Manager Assets, Planning and Design and Coordinator Economic Development. Mayor Hayes was an apology The following items were discussed:

- Welcome and acknowledgment of the passing of Tim Fischer. Thanks you to all who assisted in the Growling Local Economies grant application.
- Correspondence and Media: An extensive list of incoming correspondence and media contact.
- Road Issues:
 - a) Growing Local Economies: work continues with teleconferences, requests for more information and field inspections.
- Project updates:
 - a) Regional Hubs Submission: awaiting funding documentation
 - b) Separate workshop planned to discuss how hubs will work and get involved.
- Economic Advisor Report (Diana Gibbs): Continued discussion with SVC and .id about how to represent the significance of the timber industry in the region in published data.
 - a) A booklet for tours and a one page fact sheet have been produced.
 - b) The value of the industry need to be emphasises as a comparison between sectors.
- Skills and Training Workshop: Members have met with past and present chairs of the Forest Industry Council FIC. FIC was previously very active and wants to rebuild. Training is not a function of Softwoods Working Group, but willing to assist as many issues to be addresses

and skills need to cover all aspects of then industry not just harvesting. Those working on the skills and training sector are doing good work.

- **Industry Status Updates:** Visy, Hyne, Forestry Corporation NSW, Hume Forests, PF Olsen and HVP all provided updates.
- **Local Government:**
 - a) Cootamundra-Gundagai Council advised the Adjungbilly Hill works are completed
 - b) Greater Hume Shire Council advised that Copabella Road is stable due to dry conditions. Local work on Tunnel Rd for B-Double access.
 - c) Snowy Valleys Council discussed bridge assessments
- **Other Reports:**
 - a) DPC: New structure in place. Growing Local Economies funding on hold for future applications
 - b) RDA Murray: A committee meeting to be held in September and forestry representatives welcome to attend.
 - c) RDA Riverina: Skills audit about to begin and have been promoting the Grow Your Own project at conferences.
- **General Business:**
 - a) Discussion paper on the possible privatisation of the NSW plantation sector. Softwoods Working Group needs to provide factual and experiential information to interested parties. A draft will be prepared and circulated to members prior to the next meeting.
 - b) Intergovernmental Panel on Climate Change report on Landuse: The report will be circulated. No mention of sequestration. Infrastructure Australia will be in the region.
 - c) Transport for NSW: Five key actions from the freight plan. Discussion of various elements including supply chain review, are the right networks in place, local strategic planning and working with TAFE NSW.
 - d) Forest and Wood Products Australia will be presenting at the next meeting about the Ultimate Renewable campaign.

Next meeting: 22 November 2019 in Gundagai

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 2: Growth through Innovation

Delivery Outcomes

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

Operational Actions

2.6.4 Work with the softwoods working group to advocate for a softwoods centre of excellence in addition to identifying skills gaps, land supply and innovation opportunities to support the local timber industry

SUSTAINABILITY ASSESSMENT:

Nil

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:

The meeting itself was part of the external consultation that occurs frequently to support softwoods industry development.

Internal consultation has included discussions around issues raised.

Attachments

- 1 Minutes - Softwoods Working Group Committee - 23rd August 2019 (under separate cover) [⇨](#)

11. MINUTES OF COMMITTEE MEETINGS**11.6 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION - 6 NOVEMBER 2019**

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

EXECUTIVE SUMMARY:

The Talbingo Progress and Ratepayers Association met on 6 November 2019. Councillor Cross and Acting Director Infrastructure and Assets and Acting Director Internal Services were in attendance.

Of significant interest to the Talbingo community is the proposed recreational enhancements at Talbingo Dam. The Progress Association have expressed concerns about safety, access and general impacts on the amenity of the area. The group have initiated a community meeting to ensure residents are aware of the project and have extended invitations to the appropriate members of parliament to attend.

The General Manager has liaised with the Chairperson of the Talbingo Ratepayer and Progress Association to clarify council's position on the matter and to collaborate on appropriate options to further explore for the community to ensure good outcomes for all stakeholders.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Talbingo Progress and Ratepayers Association Committee**
- 2. Note the Minutes of the Talbingo Progress and Ratepayers Association meeting held on 6 November 2019**

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 Talbingo Progress and Ratepayers Association met on 6 November 2019 and the minutes are attached for Council's information.

Council have followed up initial correspondence dated 17 June 2019 with Forestry Corporation requesting information on Scheduled Truck movements and have provided another copy to the committee. Forestry Corporation have prepared a public notice advising of harvesting and haulage for the period of 1/12/2019 to 31/5/2020. Council are mindful that the Batlow to Talbingo Link road is a Forestry Corporation Road.

The Talbingo Progress and Ratepayers Association have been supplied by email a comprehensive report of council related matters in the minutes that have been actioned, progressed and/or closed out and have respectfully requested that the minutes of the next meeting reflect this update.

Council is waiting on the supply of a range of suitable dates from the Association on which Code of Conduct and Volunteer Induction training can be scheduled. It is anticipated that this will occur early in 2020.

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

Staff time to prepare for and respond to matters arising from the meetings and for travel and time to attend are direct costs for council.

Costs and Benefits:

Provides ongoing Economic, Community, Social and Cultural prosperity to Talbingo and its surrounds.

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Establishing and maintaining a working relationship with the Talbingo Ratepayer and Progress Association is important for Council to manage its reputational risk.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Talbingo Progress and Ratepayer Association meetings are regularly attended by Councillor Cross and an appropriate staff representative.

Attachments

- 1 Minutes - Talbingo Progress and Ratepayers Association - November 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 DESIGN AND CONSTRUCTION OF THE BATLOW LIBRARY
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.