



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
19 MARCH 2020**

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

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

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

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

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

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

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

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

Disclosure of Political Donations and Gifts

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

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

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

Furthermore, for each planning decision made at a Council or Committee Meeting, the names of Councillors who supported the decision and those that oppose the decision must be recorded. (*Sec. 375A of the Local Government Act 1993*)

Use of mobile phones and the unauthorised recording of meetings (extract from the Code of Meeting Practice – Section 15)

15.21 Councillors, council staff and members of the public must ensure that mobile phones

are turned to silent during meetings of the council and committees of the council.

15.22 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

15.23 Any person who contravenes or attempts to contravene clause 15.22, may be expelled from the meeting as provided for under section 10(2) of the Act.

15.24 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Livestreaming of Meetings

(extract from the Code of Meeting Practice – Section 5)

This meeting is live streamed on Council's website to allow the community to follow Council debates and decisions without the need to attend meetings in person. Members of the public attending or speaking at a meeting agree to have their image, voice and personal information (including name and address) recorded and publicly broadcast. Snowy Valleys Council does not accept liability for any defamatory remarks or inappropriate comments that are made during the course of a meeting. Any part of the meeting that is held in closed session will not be streamed.

5.19 All meetings of the council and committees of the council are to be webcast on the council's website.

Photography

Flash photography is not permitted at a meeting of the Council or a Committee of the council without the consent of the Chief Executive Officer.

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 Councils website;

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



Thursday 19 March 2020
Snowy Valleys Council Chambers
Bridge Street, Tumbarumba
2.00pm

AGENDA

1. ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge the traditional custodians of this land and pay respects to Elders past and present.

2. APOLOGIES AND LEAVE OF ABSENCE

3. DECLARATIONS OF PECUNIARY INTEREST

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

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13. MEETING CLOSURE

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 20 February 2020

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 20 February 2020 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE 76 CAPPER STREET
TUMUT, ON THURSDAY 20 FEBRUARY 2020 COMMENCING AT 2.01pm**

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

IN ATTENDANCE: Chief Executive Officer Matthew Hyde, Executive Director Infrastructure Heinz Kausche, Executive Director Community and Corporate Paul Holton, Executive Chief of Staff Shelley Jones, Chief Financial Officer Susanne Andres and Executive Assistant Jeannie Moran-Fahey.

1. ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Mayor James Hayes.

2. APOLOGIES

Nil

3. DECLARATIONS OF INTEREST

Cr Cate Cross declared a Pecuniary Interest in relation to report # 10.4 Twickenham Rugby League Complex – Provision of Raw Water, due to being the secretary of Tumut Racecourse Trust Committee who is the Land Manager of Twickenham sports field and will leave the room during discussion.

4. PUBLIC FORUM

Nil.

5. CONFIRMATION OF MINUTES

M14/20 RESOLVED:

That the Minutes of the Ordinary Meeting of Council held on 12 December 2019 be received.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

That the Minutes of the Extraordinary Council Meeting held on 28 January 2020 be received.

Cr Julie Ham/Cr Margaret Isselman

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

Nil

6. CORRESPONDENCE/PETITIONS

Nil.

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil.

8. MAYORAL MINUTE

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 COUNCILLOR REQUEST TO ATTEND THE WASTE 2020 CONFERENCE - 5-7 MAY 2020****M15/20 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the Waste 2020 Conference being held 5 – 7 May 2020 from the Chief Executive Officer.
2. Council approve the attendance of the Councillor Cate Cross nominating to attend the conference.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY**9.2 COUNCILLOR REQUEST TO ATTEND THE LGNSW TOURISM CONFERENCE 2020 - 16-18 MARCH 2020****RECOMMENDATION:**
THAT COUNCIL:

1. Receive the report on the LGNSW Tourism 2020 Conference being held 16-18 March 2020.

Cr Margaret Isselmann/Cr Cate Cross

AMENDMENT PUT AND CARRIED**The Amendment became the Motion, the Motion was put and carried, therefore;****M16/20 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the LGNSW Tourism 2020 Conference being held 16-18 March 2020.

2. Approve the attendance of Cr Julia Ham and Cr Margaret Isselmann nominating to attend the conference.

Cr Margaret Isselmann/Cr Cate Cross

CARRIED UNANIMOUSLY

9.3 HALF-YEARLY OPERATIONAL PLAN UPDATE - REPORT 31 DECEMBER 2019

M17/20 RESOLVED:
THAT COUNCIL:

1. Receives the Half-yearly Operational Plan Update – Report 31 December 2019.
2. Adopts the Draft Half Yearly Operational Plan update 31st December 2019.

Cr Cate Cross/Cr Bruce Wright

CARRIED UNANIMOUSLY

9.4 PECUNIARY INTEREST RETURNS FOR COUNCILLORS AND DESIGNATED STAFF - UPDATE

M18/20 RESOLVED:
THAT COUNCIL:

1. Receive the updated report on Pecuniary Interest Returns for Councillors and Designated Staff .
2. Note the following Updated Declaration of Pecuniary Interest Returns from the Mayor and Designated Officers as at 9 December 2019 as listed in accordance with the Code of Conduct:

Clr James Hayes-Mayor, General Manager, Acting Director Strategy, Community & Development, Acting Director Assets & Infrastructure and Acting Director Internal Services.

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

Cr Margaret Isselmann/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

9.5 RATE OPTIONS STUDY AND ROAD TO SUSTAINABILITY PROJECT PLAN**M19/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Rate Options Study and Road to Sustainability Project Plan from Chief Financial Officer.
2. Endorse the Snowy Valleys Council Rate Options Study containing various options for rates harmonisation (as summarised in Appendix 1) for the purpose of seeking community feedback on these options;
3. Endorse the Road to Sustainability Project Plan identifying actions to improve Council's financial sustainability;
4. Endorse the Community Engagement Strategy that will guide community engagement activities over the next few months;
5. Continue to explore options
 - relating to the existing SRV in the former Tumut Shire; and
 - for a phased implementation of changes to the rating structure.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY**9.6 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2019****M20/20 RESOLVED:
THAT COUNCIL:**

1. Receive and adopt the 2nd Quarter Budget Review as at 31 December 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 attached 2nd 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:
 - Council continue to review the Council Improvement Plan identifying actions to improve financial sustainability in light of the updated information about Council's financial position and the cost of delivering current service levels;
 - Council continue to review its capital works program for 2019/20 to identify non-essential projects that can be postponed to maintain sufficient cash;

- Council continue to implement agreed actions from the revised Council Improvement Plan and revised capital works program, including community engagement as appropriate; and
- Council incorporate further changes to its 2019/20 Budget based on this way forward at its third quarterly budget review and subsequently in the formulation of its 2020/21 Budget.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

9.7 ANZ SIGNATORIES

M21/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on Appointment of Administrators for ANZ bank facilities from the Chief Financial Officer;
2. Appoint bank account and internet banking administrators for Councils ANZ bank accounts and loan facilities as follows;
 - Susanne Andres Chief Financial Officer
 - Amanda Sutton Coordinator Financial Accounting
 - Anthony Reid Finance Officer
3. That pursuant the Local Government Act 1993 (NSW) Council delegate the power to amend bank account and internet banking administrator rights to the Person and the Position;
4. Delegate the execution of the Authorisation of bank Administrators for the ANZ bank facilities to the Chief Executive Officer and Mayor to provide signature under seal and deliver for and on behalf of Council.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

9.8 STATEMENT OF INVESTMENTS - DECEMBER 2019

M22/20 RESOLVED:
THAT COUNCIL:

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

Cr Bruce Wright/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

9.9 STATEMENT OF INVESTMENTS - JANUARY 2020

M23/20 RESOLVED:
THAT COUNCIL:

1. Receive the Statement of Investments as at 31 January 2020.

Cr Bruce Wright/Cr Cate Cross

CARRIED UNANIMOUSLY

9.10 NCIF AND SCF QUARTERLY REPORT - FEBRUARY 2020

M24/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on NCIF and SCF Quarterly Report from Enterprise Systems Manager regarding the expenditure of the New Council Implementation Fund (Rounds 1 and 2), Stronger Communities Fund (Rounds 1 and 2) for period ending 31st January 2020.
2. Approve the cessation of the Expression of Interest process for the Batlow Cannery given the fire impact and seek advice from the Office of Local Government for the reallocation of those remaining funds to site remediation/demolition.

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

M25/20 RESOLVED that Council move Into Committee of the Whole for discussion.

Cr Julie Ham/Cr Bruce Wright

Division**For**

Cr Benjamin
Cr Cross
Cr Ham
Cr Hayes
Cr Isselmann
Cr Larter
Cr Smit
Cr Wright

Against

Cr Pritchard

8/1

CARRIED

M26/20 RESOLVED to move out of the Committee of the Whole.

Cr Julie Ham/Cr Cor Smit

10. MANAGEMENT REPORTS

10.1 DRAFT MANNUS LAKE BLUE-GREEN ALGAE MANAGEMENT POLICY – FEEDBACK FROM PUBLIC EXHIBITION

M27/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Draft Mannus Lake Blue-Green Algae management Policy-Feedback from Public Exhibition from the Executive Director Infrastructure.
2. Note the submissions received in response to the Draft Mannus Lake Blue-Green Algae Management Policy being placed on public exhibition;
3. Adopt the amended Mannus Lake Blue-Green Algae Management Policy;
4. Write to the residents who made the submission, thanking them for their input and advising them of the outcome of their submission.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.4 TWICKENHAM RUGBY LEAGUE COMPLEX - PROVISION OF RAW WATER

M28/20 RESOLVED:
THAT COUNCIL:

1. Receive this report on the supply of raw water for the irrigation of the Twickenham Rugby League Complex
2. Approve the installation of a new raw water pipeline, suitable access point and connections required to supply raw water to the Twickenham Rugby League Complex, noting that this will be subject to the land managers approving the installation of the infrastructure
3. Endorse funding the installation of a new raw water pipeline and associated infrastructure as referred to in item 2 above from the water fund
4. Approve an internal budget allocation of up to \$10,000 per annum for up to 5 years for the supply of raw water to the Twickenham Rugby League Complex, noting that this equates to approximately 10 Megalitres of raw water per year plus the service charge based on Councils current fees and charges

5. Endorse funding the allocation of \$10,000 for the supply of raw water as described in item 4 above as a donation, noting that this will result in lost income for Council
6. Note that the provision of raw water will be subject to water restrictions and compliance with Councils raw water user agreement
7. Delegate authority to the Chief Executive Officer to negotiate the above as necessary, this includes ceasing the supply of raw water for the irrigation of Twickenham Rugby League Complex if deemed necessary

Cr Cate Cross left the room at 3.00pm.

Cr John Larter/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

Cr Cate Cross returned to the room at 3.04pm.

10.2 RIVERINA REGIONAL LIBRARY ADVISORY COMMITTEE DELEGATES

**M29/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Riverina Regional Library Advisory Committee Delegates from Executive Director Community & Corporate.
2. Note the newly appointed Manager Customer & Technology as Council's delegate to the Riverina Regional Library Advisory Committee.
3. Note the newly appointment Executive Director Community & Corporate as the alternate Council delegate to Riverina Regional Library Advisory Committee.
4. Maintain the current Councillor Delegate and Alternate Delegate.

Cr Cate Cross/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

10.3 DA/20190155 - 53 CAREY STREET TUMUT NSW 2720 - 3 BAY GARAGE AND RETAINING WALL

**M30/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on DA2019/0155 at 53 Carey Street Tumut from the Executive Director Community and Corporate be received.

2. Refuse consent to development application DA2019/0155 53 Carey Street Tumut– 3 bay garage and retaining wall.

Cr Cor Smit/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

11. MINUTES OF COMMITTEE MEETINGS

11.1 MINUTES - TUMUT YOUTH COUNCIL COMMITTEE - 5 FEBRUARY 2020

**M31/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Minutes - Tumut Youth Council Committee – 5 February 2020 from Executive Director Community and Corporate.
2. Note the Minutes of the Tumut Youth Council Committee meeting held on Wednesday 5 February 2020.
3. Discuss and investigates the opportunity to obtain funding to build a cycle way from The Junction to Tumut.
4. Discuss and investigates the opportunity to create a public document that clearly outlines public access points to the Tumut River.
5. Endorse the membership of Earnest Lotter to the Tumut Youth Council Committee.

Cr Cate Cross/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

11.2 MINUTES - FESTIVAL OF THE FALLING LEAF COMMITTEE - DECEMBER 2019 AND JANUARY 2020

**M32/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Festival of the Falling Leaf Committee from Executive Director Community and Corporate.
2. Note the Minutes of the Festival of the Falling Leaf Committee meetings held on 3rd of December 2019 and 28th of January 2020.
3. Adopt the following recommendation/s from the minutes:
 - That Council accepts the applications of Alicia Welsh and Narissa Watts as members of the Festival of the Falling Leaf 2019 - 2020 Committee.

- That Council accepts the decision to proceed with rebranding the “Festival of the Falling Leaf” to the “Falling Leaf Festival”.

Cr Andrianna Benjamin/Cr Julia Ham

CARRIED UNANIMOUSLY

12. CONFIDENTIAL

Nil.

There being no further business to discuss, the meeting closed at 3.04pm.

7. NOTICE OF MOTION/NOTICE OF RESCISSION**Item 7.1 NOTICE OF MOTION - COST OF NEW COUNCIL - CR JULIA HAM**

Author: Cr Julia Ham

Notice of Motion

Snowy Valleys Council ask as a matter of urgency for the Premier of NSW and the Minister of Local Government to give a written outline of the proposed new legislation should a new council area be formed. The legislation to outline the cost to all rate payers in the existing and new council areas.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Cost of New Council from Cr Julia Ham.**
- 2. Write to the NSW Premier and Minister for Local Government requesting a written outline of the implementation process and requirements should a decision be made to Review the Boundaries of the Snowy Valleys Council to the Snowy Valleys Council and the former Tumbarumba Shire Council and request to be advised how the community will be informed of this information.**
- 3. Write to the Boundaries Review Commission welcoming them to our community to meet with interested parties including Council.**

Notes:

The CEO provided a report to the Extra Ordinary meeting in January 2020 regarding the Proposal to Create a New Local Government Area affecting the Area of the Snowy Valleys Council.

Council resolved to:

- 1. Receive the report on the Proposal to Create a New Local Government Area affecting the Area of Snowy Valleys Council from the Chief Executive Officer.*
- 2. For the decision of the Elected body.*
- 3. Lodge a submission to the NSW Minister for Local Government on the Proposal to create a new local government area affecting the area of Snowy Valleys Council in support of referring the matter to the Boundaries Commission to provide an independent report to the Minister under the factors listed in the Local Government Act to resolve the issues as soon as possible, at no additional cost to Snowy Valleys Council and to be resolved prior to the next Council election.*

Officers Comment:

The Minister advised Council on the 25 February 2020 that she has now referred the matter to the Independent Boundaries Review Commission and the boundaries commission will now follow its own process in accordance with the Local Government Act 1993.

The independent Commission has yet to advise how they will be implementing their process however they have had initial contact with the Mayor.

The writer believes that the Councillors moving the Notice of Motion would like to know, should the Minister make a decision to change the boundary, how exactly this process would take place. It is my understanding that the Councillors believe this information is important for the community to know before advising their sentiment to the Boundaries Commission.

The writer has asked the Office of Local Government this question and has been verbally advised that there are no current provisions in the legislation or guidelines in New South Wales on how this process would occur.

Some of the information noted in the writers January 2020 report noted that the following are some examples of matters that are unknown:

- Transfer of
 - contractual arrangements,
 - assets,
 - liabilities,
 - records and documents,
 - employees
- Establishment of
 - business and management systems,
 - communication technology,
 - regulatory systems
- Authority
 - the transfer process
 - the level of delegation and authorisation required
 - to enter into new contracts
- Representation of
 - election of Councillors for the continuing Snowy Valleys Council and the newly formed area
 - communities impacted
 - continuing organisation
 - new Local Government area
 - State in overseeing the process
- Maintenance
 - business continuity
 - service levels
 - 2020 Bushfires Recovery process
- Risk of
 - legal proceedings – delaying process, costing ratepayers or government
 - reputation
 - administration during the process and community representation
- Financial costs
 - demerging - who pays for the cost
 - how are the costs recovered
 - how are they managed
 - how are they funded in the interim and longer term
 - what is the opportunity cost
- Recreating the financial position
 - how are matters rolled back from the end position of the former local governments in May 2016
 - how are reserve balances and transactions managed
 - how are the joint funds spent and earned since amalgamation divided between the local governments – geographical, population based

- Staff
 - conditions and entitlements
 - impact of process on Business as Usual
 - change management
 - recruitment and retention
 - management of fatigue and stress
 - maintenance of staff numbers in rural centres

- Cost of Lost Opportunity
 - Lost ability to spend cost of de-merge on improving tangible community assets
 - Inertia created by another administrative process, similar, if not harder to the amalgamation process itself

It makes sense that the community have the opportunity to make an informed decision when advising the Boundaries Review Commission.

8. MAYOR MINUTE**8.1 PROPOSED EXTRAORDINARY COUNCIL MEETINGS - MAY AND JUNE 2020**

REPORT AUTHOR: GOVERNANCE OFFICER
RESPONSIBLE DIRECTOR: CHIEF EXECUTIVE OFFICER

EXECUTIVE SUMMARY:

This Mayoral Minute proposes convening two Extraordinary Meetings on Thursday 7 May 2020 and Thursday 25 June 2020 to review for public exhibition and adoption the draft 2020/2021 Integrated Planning and Reporting suite of documents.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the Mayoral Minute on Proposed Extraordinary Council Meetings – May and June 2020.**
2. **Proceed with the Extraordinary Council Meetings to be held on Thursday 7 May 2020 and Thursday 25 June 2020 for the purpose of presenting the draft suite of 2020/2021 Integrated Planning and Reporting documents for public exhibition and adoption including:**
 - **2020/21 Delivery Program (incorporating the Operational Plan and Revenue Policy)**
 - **2020/21 Operational Budget**
 - **2020/21 Fees & Charges Schedule**
 - **2020/2030 Resourcing Strategy including the:**
 - **Long Term Financial Plan**
 - **Workforce Management Plan**
 - **Strategic Asset Management Plan**

REPORT:

Section 404 of the Local Government Act prescribes that council must have an annual Operational Plan, adopted before the beginning of each financial year that outlines the activities to be undertaken that year as part of its Delivery Program. The Operational Plan will include the Statement of Revenue Policy.

The Operational Plan must be accompanied by a detailed budget for the activities to be undertaken in that year.

In addition, the draft Operational Plan must be publicly exhibited for at least 28 days and public submissions can be made to the council during this period.

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS**9.1 RECENT BUSHFIRE DISASTER - COMMONWEALTH FUNDING, COUNCIL EXPENDITURE OVERVIEW, WORKS PLAN AND ACQUITTAL****REPORT AUTHOR:** CHIEF FINANCIAL OFFICER**RESPONSIBLE DIRECTOR:** CHIEF FINANCIAL OFFICER**EXECUTIVE SUMMARY:**

The recent bushfires have affected over 60% of Snowy Valleys Council area. The fires caused extensive damage to property, businesses, industries and Council infrastructure. Council provided and continues to provide significant resources in the management of the disaster and recovery from it.

In January and February Council received Commonwealth funding of \$1.275M to provide immediate assistance to rebuild infrastructure, employ staff for recovery efforts and strengthen community resilience. The following report outlines expenditure incurred to date and committed and the proposed works plan for the utilisation of the Commonwealth funding. It is noted that Council costs far exceed the funding received and that Council will pursue all opportunities and avenues to secure additional funding to cover these costs.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on disaster-related expenditure, Commonwealth funding, works plan and acquittal from the Chief Financial Officer;**
- 2. Adopt the program of works plan as contained in table 1 in this report to be submitted to the funding body;**
- 3. Note that Council will report to the Commonwealth the full expenditure of funding received from the Office of the Prime Minister as per table 1 in this report;**
- 4. Advocate for additional funds from State and Federal Government to cover costs that protected and restored much of the Snowy Valleys community during the unprecedented 2020 fires and floods;**
- 5. Confirm advocacy for the recovery of costs for Batlow Emergency Accommodation and demolition of the Batlow Cannery Site;**
- 6. Request additional funds for the Batlow and Tumbarumba emergency accommodation.**

REPORT:

The combination of the Dunn's Road Fire, Green Valley Fire and Mary's Hill Fire directly impacted over 60% of the Snowy Valleys Local Government Area. The fires caused significant damage to property, businesses and industries throughout the area. Council property was also impacted and assessment of Council infrastructure is ongoing.

Council provided support to the agencies combating the fires with Council staff assisting the RFS and the Emergency Operations Centre as well as providing support on the ground. Approximately 160 Council staff were involved in one role or another in the fire response. A large number of machinery was also made available and tasked through the RFS.

Council has now moved into the recovery phase and has appointed a recovery team to oversee the recovery work, community engagement, the establishment of recovery centres and an outreach program. The recovery team will also develop community and economic development initiatives in partnership with the community and other agencies. Securing funding for these initiatives will be essential in progressing community recovery.

In early January Council received an initial base payment of \$1M from the federal government to provide immediate assistance to Council to rebuild infrastructure, employ staff to help with recovery activities and strengthen community resilience. In February a further \$275K was made available. Council was advised that it would be able to spend these funds on whatever projects and activities it deemed essential for the recovery and renewal of its communities. The payments came with the condition to develop a program of works within three months and report back to the Commonwealth in 12 months time.

To date, Council has incurred the following administrative and direct expenditures in relation to the bushfire crisis:

SNOWY VALLEYS COUNCIL		as at 11/03/20
DISASTER MANAGEMENT & RECOVERY COSTS		
BUSHFIRE CRISIS (\$44 declaration 28 December 2019 to 15 February 2020)		
WORKS PLAN		
Item	Cost	Estimate
Recovery Management	\$ 9,193	\$ 91,000
Various expenditure related to recovery - non-claimable	\$ 1,264	
Fuel supplies to various community agencies - non-claimable		\$ 5,000
Foregone income		
Fee waivers development/building (3 year limit) - Council is actively pursuing additional funding		\$ 773,495
FOC replacement of wheelie bins	\$ 6,050	
Firefighting discount water usage - community	\$ 431,585	
Waste disposals at WTS during crisis	\$ 1,064	\$ 15,900
Waste charges waived for additional services	\$ 6,147	
Administration of Service NSW rates payments Q3 and Q4		\$ 1,553
Immediate response (\$44 non-claimable) - contractors, wages and machinery	\$ 562,466	
Additional disaster leave granted to employees	\$ 91,585	
Provision of bulkwater supplies to community members	\$ 8,750	\$ 25,000
Flushing of water pipes after putting raw water through the system to combat fires (Batlow and Tumbarumba)	\$ 5,440	
	\$ 1,123,544	\$ 911,948
	TOTAL WORKS PLAN	\$ 2,035,491
<i>Table 1: Works Plan</i>		

OTHER UNFUNDED EXPENDITURE		
Item	Cost	Estimate
Purchase and install of emergency accommodation (Batlow) - Council is actively pursuing additional funding	\$ 485,937	
Additional demolition costs Batlow Cannery - Council is actively pursuing additional funding	\$ 1,145,000	
	\$ 1,630,937	\$ -
	TOTAL OTHER UNFUNDED	\$ 1,630,937
<i>Table 2: Other unfunded expenditure</i>		
	TOTAL EXPENDITURES	\$ 3,666,428
EXPENDITURE NOT YET COMMITTED		
Item	Cost	Estimate
Additional emergency accommodation for Batlow and Tumbarumba - Council is actively pursuing additional funding		\$ 4,100,000
	\$ -	\$ 4,100,000
	TOTAL NONCOMMITTED	\$ 4,100,000
<i>Table 3: Expenditure not yet committed</i>		
	TOTAL	\$ 7,766,428

Other costs incurred to date claimable under S44 exceed \$1.4M with further invoices expected prior to lodgement of the claim. Damage to transport infrastructure (roads, road signage, guide posts, guardrails etc.) is still being assessed and expected to be claimable under a DRFA claim (Disaster Recovery Funding Arrangements). Other damaged and destroyed Council infrastructure (toilet blocks, communication facilities, halls) have been reported to Council's insurer. Much of the impacted Council facilities that have required clean up are not covered by insurance or DFRA and in particular this relates to Council's recreational infrastructure such as parks and gardens, sporting fields, trails, tracks and pathways.

As can be seen from the above table, to date Council has expensed or committed in excess of \$3.6M for the bushfire response and recovery. The received funding of \$1.275M only covers approx. 35% of these expenses. It is expected that Council will incur further expenses as time goes on and issues arise. Foregone income will be accounted for as expenditure as it arises. While Council has accepted funding and support from various levels of government relating to the running of the recovery centres, event planning and volunteer initiatives, there is currently no further general funding available from the State or Federal Governments to cover the above costs. Council officers will continue to actively pursue funding opportunities for all disaster recovery-related expenditure, including the demolition costs for the Batlow Cannery (\$1.145M) and emergency accommodation for Batlow (\$0.486M). Council also currently seeks funding of approximately \$4.1M for further emergency accommodation for both the Tumbarumba and Batlow areas.

It is proposed that Council accept the above expenditures/projects in *table 1* as the program of works that is required to be developed within three months of receipt of funding. As the \$1.275M is already fully expensed and/or committed, this will be reported back to the Commonwealth to close out the funding arrangements.

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

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

1.6.2 Maintain Council's legislative requirements under the State Emergency and Rescue Management Act

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Resources are now focused on disaster recovery. Funding opportunities for uncovered expenditure will be actively pursued by Council officers. If Council is unable to secure additional funding, the expenditure incurred and committed will have to be covered from Council general funds.

Costs and Benefits:

Costs are outlined in the report. Council resourcing the combating and recovery efforts is vital for our community's wellbeing.

Policy, Legal and Statutory Implications:

Reporting to the funding body is required, as is a plan within 3 months of receipt of Commonwealth funding.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Council is at risk that a large part of the expenditure incurred and committed to date in relation to disaster management and recovery cannot be covered from external funds. Council officers will report at QBR3 with a proposal where the expenditure is to be funded from.

OPTIONS:

Council may decide not to follow the recommended action and utilise the \$1.275M received for immediate response in a different manner. Council will then have to decide how to fund the expenditure to date and committed.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Recovery is a community-led process and Council regularly receives feedback from its recovery committee and nine subcommittees that deal with specific recovery matters. Matters arising from this report that require further communication will be addressed through Council's usual channels and processes.

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS

9.2 FINANCIAL REPORT FEBRUARY 2020

REPORT AUTHOR: COORDINATOR FINANCIAL ACCOUNTING
RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER

EXECUTIVE SUMMARY:

The report provides a review of Council's income and expenditure against budget for the period from 1 July 2019 to 29 February 2020. Monthly financial reporting keeps Council informed of the progress that has been made in relation to the budget and allows for timely corrective action if required. Finance officers are currently reviewing the regular financial reporting and aim to continuously improve future reports.

RECOMMENDATION:

THAT COUNCIL:

1. Receive the report on financial performance as at 29 February 2020.

REPORT:

A summarised financial report for Council is provided below for February 2020, comparing the operating year to date (YTD) actuals against the year to date budget.

This report provides the interim results for the month and represents the appropriate adjustments at the time of the report, noting that more adjustments may be made. The purpose of this report is to provide an indication of Council's financial performance at a particular point in time.

Account Description	Adjusted YTD				Full Year Budget - Revised Quarter 2
	YTD Actuals	Budget	YTD Variance	% Variance	
	\$'000	\$'000	\$'000	%	\$'000
Income					
Rates, Levies & Annual Charges	17,578	17,840	-262	-1%	17,840
User Fees & Charges	5,071	7,886	-2,815	-36%	11,829
Interest & Investment Revenue	679	577	102	18%	865
Operating Grants	6,445	7,676	-1,231	-16%	11,514
Capital Grants	2,978	3,584	-606	-17%	5,377
Other Income	1,662	1,554	108	7%	1,938
Total Income	34,413	39,117	-4,704	-12%	49,363
Expenditure					
Employee Benefits	12,356	11,052	1,304	12%	16,579
Materials & Contracts	10,901	9,969	932	9%	14,953
Depreciation and Amortisation	7,364	7,364	0	0%	11,047
Other Expenses	3,830	3,576	254	7%	5,364
Cost of Assets	48		48		
Total Expenditure	34,499	31,961	2,538	8%	47,943
Operating Result - Surplus/(Deficit)	-86	7,156			1,420
Surplus/(Deficit) after Capital Grants	-3,064	3,572			-3,957

Income

Rates and annual charges have been raised for the full financial year. User fees and charges are below budget due to construction teams working on Council's major capital projects and not receiving additional income generated through private works. This will be further reviewed at the next Quarterly Budget Review with careful consideration of the impact of the fire disaster and subsequent flood/storm damage on Council's resources. Resources are currently being reprioritised and programmed to best suit the needs of the organisation. The quarterly water billing was not recognised in February due to a delay in processing resulting from the fire-fighting discounting. It will be recognised in March.

Operating and capital grants are tracking below budget which is acceptable due to major grants being acquitted on finalisation of completed projects or through milestones. Recognition of revenue will increase once work and milestones are completed.

Expenditure

Employee benefits and materials & contracts are tracking above budget which was expected due to the significant fire event and redundancies as part of the organisational restructure. Unbudgeted expenses pertaining to employee costs through overtime, plant expenses and materials and contracts were incurred during the recent bushfire event. Council Officers are currently reviewing and preparing a claim to recover a large proportion of expenditure from the Rural Fire Service. An adjustment will be recommended at the 3rd Quarterly Review which will reflect an increase in the expenditure incurred and the offsetting income.

Other expenses are tracking higher than anticipated in the budget due to annual expenses (including insurance and contributions) which were paid in full in the first quarter of the year. Going forward consideration will be given to expenditure phasing and more accurate reflection in the monthly budget forecasts.

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

N/A

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

N/a

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Monthly reporting informs Council and the community of the financial performance in comparison to budget at a point in time.

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

Nil

9. GOVERNANCE AND FINANCIAL REPORTS

9.3 STATEMENT OF INVESTMENTS - FEBRUARY 2020

REPORT AUTHOR: FINANCE OFFICER
RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER

EXECUTIVE SUMMARY:

This report is to provide an overview of Council's cash and investment portfolio performance as at 29 February 2020.

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 29 February 2020 from the Chief Financial Officer.

BACKGROUND:

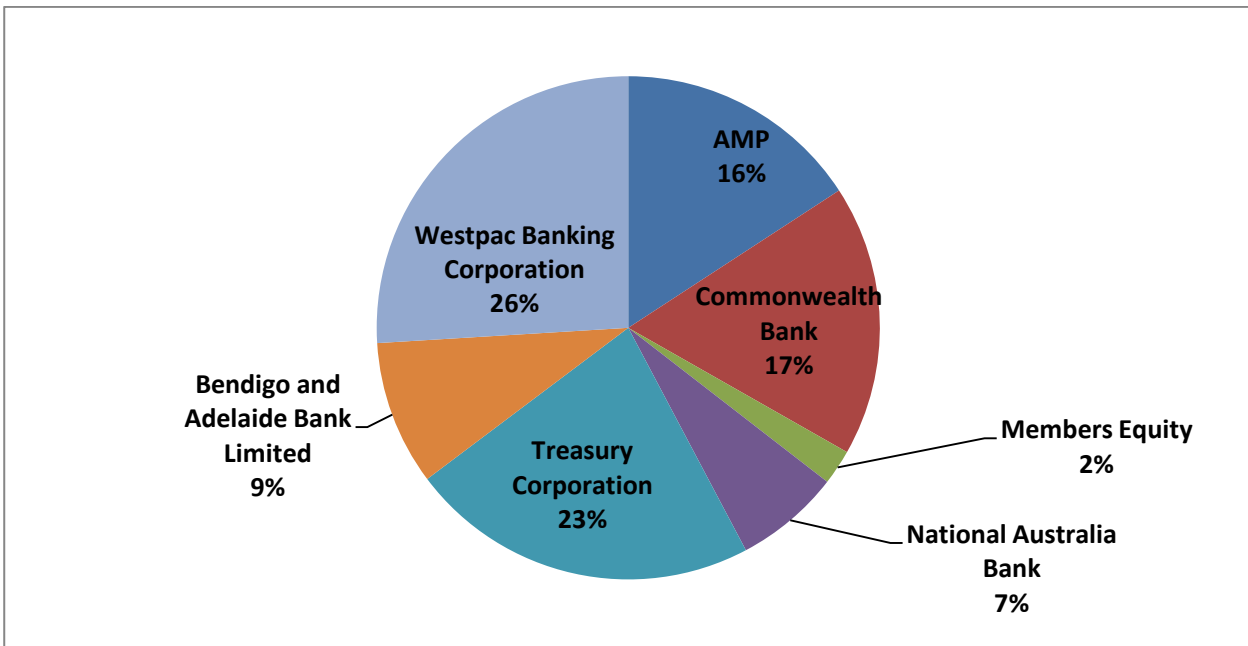
Nil

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		29/02/2020				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 35,120	\$ 49,345	-\$ 14,225	IWD Gen	0.75%	
National Australia Bank	\$ 109,676	\$ 63,263	\$ 46,414	W/Acct	0.75%	
Commonwealth Bank	\$ 2,732,846	\$ 385,118	\$ 2,347,728	W/Acct	0.75%	
Commonwealth Bank	\$ 4,939,271	\$ 4,734,283	\$ 204,988	At Call (BOS)	1.00%	
Commonwealth Bank	\$ 5,698	\$ -	\$ 5,698	Gen-Roth	0.75%	
Sub Total Cash & 11 am at Call Accounts	\$ 7,822,612	\$ 5,232,010	\$ 2,590,603		0.80%	
TCorp Investments (at Call)	Balanced Invested \$	Balanced Invested \$		Type	Monthly Interest Rate%	Financial Year Interest Rate (to date)
Treasury Corporation	\$ 537,101	\$ 536,625	\$ 476	at call	0.09%	0.82%
Treasury Corporation	\$ 1,084,683	\$ 1,083,501	\$ 1,182	at call	0.10%	1.08%
Treasury Corporation	\$ 3,453,462	\$ 3,505,935	-\$ 52,473	MTGF	-1.33%	3.11%
Treasury Corporation	\$ 4,880,774	\$ 5,047,366	-\$ 166,592	LTGF	-2.86%	4.60%
Sub Total TCorp Investments at call	\$ 9,956,021	\$ 10,173,428	-\$ 217,407		-1.00%	
Total Cash & At Call Investments	\$ 17,778,633	\$ 15,405,438	\$ 2,373,195		0.00%	

	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
Westpac Banking Corporation	\$ -	\$ 2,000,000	-\$ 2,000,000			
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
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	27/01/2020	1.60%	27/04/2020
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	23/05/2019	2.36%	23/05/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	11/12/2019	1.80%	11/06/2020
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	26/06/2019	2.22%	26/06/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	16/01/2020	1.60%	14/07/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	16/01/2020	1.60%	14/07/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/07/2019	2.05%	18/07/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	22/01/2020	1.80%	20/07/2020
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	\$ -	24/01/2020	1.61%	24/08/2020
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	4/09/2019	1.70%	4/09/2020
Members Equity	\$ 1,000,000	\$ 1,000,000	\$ -	25/02/2020	1.60%	25/09/2020
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	31/12/2019	1.58%	30/10/2020
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
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2020	1.70%	15/01/2021
Total TD's	\$ 26,615,623	\$ 28,615,623	-\$ 2,000,000		1.66%	
Total Cash & Investments	\$ 44,394,255	\$ 44,021,060	\$ 373,195			



It is hereby certified that the above investments have been made in accordance with Section 625 of the Local Government Act 1993 and the regulations thereunder, and in accordance with the Snowy Valleys Council Investment Policy.

Cash and investments have increased by \$373k during February 2020.

The major income received during February included;

- Financial Assistance Grant Instalment \$726.8k
- RMS Block Grant \$582.5k

Main expenditure during the month related to the following projects:

- Rosewood rail trail \$520.5k
- Part payment Caravan Park Cabins (Tumbarumba and Batlow) \$221.2k
- Regional Rural Library Contributions (2019/2020) \$161.9k
- Mannus Pit stock pile and crushing \$111k

We note that a progress S44 claim of approx. \$1.8m is to be claimed back from RFS due to recent bushfire crisis.

The following changes occurred to Council's term deposits and cash holdings for the month of February:

- Westpac Term deposit \$2m recalled for cash flow purposes, as well as to reduce investment ratio in line with Council's investment policy guidelines. Further Westpac deposits will be reviewed as they fall due to ensure the maximum 25% investment ratio as per policy is met.
- Members Equity Term Deposit \$1m renewed for 7 months at 1.6%

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
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:

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.

Attachments

Nil

10. MANAGEMENT REPORTS**10.1 LEASE FINALISATION - MABUMANU DENTAL CLINIC - ROTHS CORNER MEDICAL CENTRE**

REPORT AUTHOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

This report seeks a resolution from of Council, authorising the Chief Executive Officer and the Mayor to affix the Council Seal and execute all documents required to formalise a lease agreement with Mabumanu Dental Pty Ltd.

Mabumanu Dental Pty Ltd is the current provider of the dental services in the Roths Corner Medical Centre at Tumbarumba. The lease has been prepared by solicitors Kell Moore and is on the same terms as the lease that expired in May 2019.

The tenants have been occupying the facility on a month by month basis in period since the original lease expired. Given that the on-going operational arrangements in respect of the Roths Corner facility have now been determined it is appropriate and timely that the lease with Mabumanu Dental Pty Ltd be finalised.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report regarding the finalisation of the lease between Council and Mabumanu Dental Clinic at Roths Corner Medical Centre in Tumbarumba.**
- 2. Endorse proceeding with the execution of a new lease with Mabumanu Dental Pty Ltd to enable the continued provision of dental services at the Roths Corner Medical Centre at Tumbarumba**
- 3. Authorise the Chief Executive Officer and Mayor to affix the Council Seal and execute all documents required for the new lease as referred to in item 2 above**

BACKGROUND:

In 2016 Council entered into a lease with Mabumanu Dental Pty Ltd over part of the Roths Corner Medical Centre for the provision of dental services on site. The lease was for an initial 3 year period commencing on 23 May 2016 with an option of 3 year extension.

Due to an administrative oversight the notice of intent to take up the option was not provided within the required timeframe, as a result a new lease has been prepared. This has been signed by the lessee.

REPORT:

Mabumanu Pty Ltd have been successfully operating a dental practice at the Roths Corner Medical Centre since 2016. The provision of essential dental services in the Tumbarumba district is important for the health and wellbeing of members of those communities.

The term of the lease is for three years commencing on 22 May 2019 with an option for a further three years.

The new lease agreement has been drafted on the same basis as the lease that was previously endorsed by Council at its meeting held on 11 May 2016.

Under Clause 400 of the Local Government (General) Regulation 2005, signing of the lease document is required by the Mayor and Chief Executive Officer.

This requires the endorsement of Council for use of the seal, and authorisation to the Mayor and Chief Executive Officer to execute the agreement on behalf of Council.

The finalisation of this lease has been delayed pending the establishment of the desired direction for management and occupation of the Roths Corner Medical Centre.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Continued provision of dental services in Tumbarumba and the surrounding area which may not otherwise be available locally.	Nil Identified
Environmental	Nil Identified	Nil Identified
Economic	Continued activation of Council owned facility. Maintain rental income from the facility.	Nil Identified
Governance	Nil Identified	Nil Identified

Financial and Resources Implications

Council currently maintains a reserve to fund the provisions of the lease and maintaining the facility in line with the lease arrangements.

It is intended to continue with the existing provisions of the lease agreement over the next 3 years with Council's endorsement.

Policy, Legal and Statutory Implications:

The lease agreement has been created in accordance with terms within the Retail Leases Act 1994, and was developed by Council's appointed solicitors.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Council has the following options:

Authorise the Chief Executive and Mayor to execute all documents required to formalise a lease agreement with Mabumanu Dental Pty Ltd.

Go to the market to identify potential other avenues for the provision of this service. This option will put at risk the ongoing provision of dental services to communities in the Tumbarumba district.

COUNCIL SEAL REQUIRED:

Council Seal is required under clause 400 of the Local Government (General) Regulation 2005.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

It is expected that the community will be supportive of the continuance to the current leasing arrangements.

Noting that the provision of the dental services provided through the Roths Corner Medical Centre are expected to continue unchanged, no further community engagement or consultation is planned.

Attachments

- 1 DRAFT Lease - Dental Room at Roth's Corner Medical Centre (under separate cover) - Confidential

10. MANAGEMENT REPORTS**10.2 LEASE FINALISATION - NSW HEALTH PATHOLOGY ROTHS CORNER MEDICAL CENTRE**

REPORT AUTHOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

This report seeks a resolution from Council, authorising the Chief Executive Officer and the Mayor to affix the Council Seal and execute all documents required:

- For the surrender of a lease agreement between Council and Murrumbidgee Local Health District (MLHD) and
- The finalisation of a new lease agreement between Council and NSW Health Pathology.

NSW Health Pathology is the current provider of the pathology collection services in the Roth's Corner Medical Centre at Tumbarumba however, the current lease arrangements related to the premises are on a "hold over" basis between Council and MLHD and continue month to month. NSW Pathology occupies the premises under license from MLHD.

MLHD have requested consent from Council for NSW Health Pathology to replace MLHD as the lessee. This will require that the existing lease be surrendered and a new lease be entered into with NSW Pathology. A Deed of Surrender has been prepared and signed by MLHD. A new lease has been prepared under the same terms as the one it is replacing. This has been signed by NSW Health Pathology.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report seeking to finalise the surrender of a lease agreement between Council and Murrumbidgee Local Health District and the establishment of a new lease between Council and NSW Health Pathology in respect of the Pathology Room at Roths Corner Medical Centre in Tumbarumba.**
2. **Endorse proceeding with the finalisation of a deed of surrender ending the existing lease between Council and Murrumbidgee Local Health District in respect of the pathology room at the Roths Corner Medical Centre in Tumbarumba**
3. **Endorse proceeding with the execution of a new lease with NSW Health Pathology to enable the continued provision of pathology collection services at the Roths Corner Medical Centre at Tumbarumba**
4. **Authorise the Chief Executive Officer and Mayor to affix the Council Seal and execute all documents required for the Deed of Surrender and the Lease as referred to in items 2 and 3 above**

BACKGROUND:

MLHD are the lease holders of the premises known as the pathology room at the Roths Corner Medical Centre by virtue of an unregistered lease which commenced for a term of two years in July

2008 and which is currently holding over on a month by month basis pursuant to the terms of that expired lease.

MLHD leases or has leased a number of premises which it licenses to NSW Health Pathology. A recent agreement has enabled in NSW Health Pathology to enter into lease agreements in its own right.

REPORT:

NSW Health Pathology provide pathology collection services for the communities in the Tumbarumba District through a facility located at the Roths Corner Medical Centre. The service that is provided facilitates access to such services in a central location convenient to patients seeing doctors at the Roths Corner Medical Centre as well as for patients who use other Medical Practices.

Given that:

- The on-going operational arrangements in respect of the overall Roths Corner facility have now been determined and
- NSW Health Pathology is now able to enter into a lease in its own right.

It is appropriate and timely that the existing lease with MLHD be wound up and a new lease be finalised with NSW Health Pathology to ensure the ongoing provision of pathology collection services at the Roths Corner Medical Centre.

The term of the lease is for three years commencing on 1 March 2019 with an option for a further three years.

Under Clause 400 of the Local Government (General) Regulation 2005, signing of the lease document is required by the Mayor and Chief Executive Officer.

This requires the endorsement of Council for use of the seal, and authorisation to the Mayor and Chief Executive Officer to execute the agreement on behalf of Council.

The finalisation of this lease and deed of surrender has been delayed pending the establishment of the desired direction for management and occupation of the Roths Corner Medical Centre.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Continued provision of pathology services in the Roths Corner Medical Centre and the surrounding area.	Nil Identified
Environmental	Nil Identified	Nil Identified
Economic	Continued activation of Council owned facility. Maintain rental income from the facility.	Nil Identified

	Positive	Negative
Governance	Compliance with new lease contract	

Financial and Resources Implications

Council currently maintains a reserve for the funding the provisions of the lease and maintaining the facility in line with the lease arrangements.

It is intended to continue with the existing provisions of the lease agreement over the next 3 years with Council's endorsement

Costs and Benefits:

Council currently maintains a reserve to fund the provisions of the lease and maintaining the facility in line with the lease arrangements.

The recommendations in this report are aimed at ensuring the continued provision of essential pathology collection services for the communities of Tumbarumba District.

Policy, Legal and Statutory Implications:

The lease agreement has been created in accordance with terms within the Retail Leases Act 1994, and was developed by Council's appointed solicitors.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Council has the following options:

Authorise the Chief Executive and Mayor to execute all documents required to formalise a lease agreement with NSW Health Pathology.

Go to the market to identify potential other avenues for the provision of this service. This option will put at risk the ongoing provision of pathology collection services to communities in the Tumbarumba district.

COUNCIL SEAL REQUIRED:

Council Seal is required under clause 400 of the Local Government (General) Regulation 2005.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

It is expected that the community will be supportive of the continuance to the current leasing arrangements.

Noting that the provision of the pathology services provided through the Roths Corner Medical Centre are expected to continue unchanged, no further community engagement or consultation is planned.

Attachments

- 1 DRAFT NSW Health Pathology Lease (under separate cover) - Confidential
- 2 Deed of Surrender of Lease - SVC (Landlord) Murrumbidgee Local Health District (Tenant) - Roth's Corner Medical Centre (under separate cover) - Confidential

10. MANAGEMENT REPORTS**10.3 TUMUT AERODROME - BOMBOWLEE FIRE SHED**

REPORT AUTHOR: MANAGER TECHNICAL SERVICES
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

The New South Wales Rural Fire Service (RFS) has funding committed in the 2020/2021 financial year for the construction of a new fire shed to the north east of Tumut to accommodate the Bombowlee Brigade.

This report seeks the approval of Council to support the new fire shed being located at the Tumut Aerodrome, in an existing hanger identified as Lot 9, which is located directly adjacent to the existing RFS facility at the aerodrome.

To facilitate this arrangement, it is intended that the RFS will fund the construction of a new hangar on Lot 6 at the aerodrome, which is currently a vacant site, to accommodate the relocation of the tenant currently occupying the hangar located on Lot 9.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on accommodating the New South Wales Rural Fire Service, Bombowlee Brigade at the Tumut Aerodrome**
- 2. Authorise the Chief Executive Officer to negotiate the construction of a new hangar on Lot 6 of the Tumut Aerodrome, noting that Lot 6 is currently vacant and the cost of constructing the new hangar will be funded by the New South Wales Rural Fire Service**
- 3. Authorise Chief Executive Officer to negotiate the transfer of the existing lease from the existing hangar currently located on Lot 9 of the aerodrome to the new hangar located on Lot 6 once completed**
- 4. Subject to the completion of items 2 and 3 above, authorise the Chief Executive Officer to negotiate a new lease agreement allowing the New South Wales Rural Fire Service to accommodate the existing hangar located on Lot 9 at the Tumut Aerodrome for the Bombowlee Brigade**
- 5. Authorise the Chief Executive Officer and Mayor to affix the Council Seal and execute all documents required to facilitate items 3 and 4 above**

BACKGROUND:

The Riverina Highlands Rural Fire Service have been working to identify a suitable location for the construction of a new fire shed for the Bombowlee Brigade.

The Bombowlee Brigade have 3 appliances consisting of a category 1, category 7 and category 9 fire tankers that are currently stored on private land.

After assessing various options and sites for the new fire shed, the RFS has determined that the most suitable site would be the Tumut Aerodrome located directly adjacent to the existing RFS facility.

REPORT:

To accommodate a new fire shed for the Bombowlee Brigade at the Tumut Aerodrome directly adjacent to the existing RFS facility, it will be necessary to relocate the tenant currently occupying the existing hangar on Lot 9.

As shown in attachment 1 to this report, Lot 6 is currently vacant and it is proposed that a new hanger be built on Lot 6 enabling for the tenancy from the existing hanger on Lot 9 to be transferred to the new hanger on Lot 6.

This will then enable for the existing hangar located on Lot 9 to be made available to the RFS as the new fire shed for the Bombowlee Brigade.

Preliminary discussion with the current lessee of the existing hanger located on Lot 9 has indicated that the lessee is agreeable to transferring their existing lease agreement to a new hanger located on Lot 6. The transfer of the current lessee to the new area and the arrangements with RFS would be standard to the aerodrome with a lease of 25 years.

It is also intended that the cost for constructing the new hanger on Lot 6 would be funded by the RFS.

Consistent with its role to support the RFS with providing local firefighting services, it is recommended that Council support the proposal to locate the new Bombowlee Fire Shed at the Tumut Aerodrome as described in the above.

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

Theme 1: Towns and Villages

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	<p>The RFS are already part of the Tumut Aerodrome Committee and will continue to be a part of the committee as a key user and lessee of the facility.</p> <p>By bringing together the RFS firefighting assets it ensures all vehicles are stored in a secure location with access easily obtainable for all members.</p>	By providing approval, this could limit, in the short term, the attraction of an alternate developer for the vacant hanger site at the aerodrome.
Environmental	Nil	Nil
Economic	Short term, the site will be developed and constructed using local contractors, providing economic input to the community.	Nil
Governance	Construction of the new hanger and associated	Nil

	Positive	Negative
	leasing agreements will be undertaken in accordance with the respective regulatory requirement.	

Financial and Resources Implications

The project costs for the construction of a Fire Shed for the Bombowlee Brigade is included in the capital projects of the Riverina Highlands Rural Fire District.

It is intended that these funds would be directed to the construction of the new hangar.

Council would be required to process the Development Application and assist the project through project management services.

Policy, Legal and Statutory Implications:

Current arrangements for the approval of leasing for the undeveloped lots at the Tumut Aerodrome require advertising and a review of price and awarding of the land to the best option.

As the land is operational and being requested by a State Government Department and Emergency Service, it is recommended that this process is not undertaken in this case.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Utilising the vacant Lot 6 at the Tumut Aerodrome to facilitate the new fire shed for the Bombowlee Brigade and not making it available to the open market could expose Council to some reputational risk from the business sector associated with the aerodrome.

OPTIONS:

Council may chose can to adopt the recommendations as described in this report or alternatively amend or not approve the recommendations for allowing the RFS to locate a new fire shed at the Tumut Aerodrome

COUNCIL SEAL REQUIRED:

As required to formalise the lease agreements as described in this report.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

No community engagement is required outside of the normal development approval process. Notification of the development will be undertaken as a courtesy to members of the Tumut Aerodrome Committee.

Attachments

- 1 Tumut Aerodrome Hangar Location (under separate cover) - Confidential

10. MANAGEMENT REPORTS**10.4 REQUEST FOR PARTIAL ROAD CLOSURE AND SALE - WYNDHAM STREET, ADELONG**

REPORT AUTHOR: GIS & ASSETS TECHNICAL OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

Snowy Valleys Council received a request to partially close and purchase part of Council's road corridor in Wyndham Street at Adelong.

This report seeks the approval of Council to proceed with this request.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report for the request for partial road closure and sale of Wyndham Street in Adelong from the Executive Director Infrastructure.**
- 2. Approve the partial road closure and sale of the formed lot (to the west of Lot 73/757211), subject to the terms of sale being met including:**
 - I. compliance with the legislative framework for the closing of public roads contained within the Roads Act 1993, and sale of land contained within the Real Property Act 1900**
 - II. sale price to be determined by an independent land valuation and all survey, administration and application fees applicable to be covered by the purchaser upon settlement**
 - III. parties to meet own legal costs**
- 3. Authorise the Chief Executive Officer to obtain an independent valuation of the road corridor and negotiate the sale of the land**
- 4. Delegate to the Mayor and Chief Executive Officer to affix Council seal and execute documents relevant to the closure of the road reserve and sale of the land**

BACKGROUND:

Snowy Valleys Council received a letter from local surveyors, on behalf of a neighbouring landowner, on the 18th November 2019 requesting that the council road corridor Wyndham Street Adelong be partially closed enabling purchase by said landowner.

It is intended that the sale price will be determined by an independent land valuation and all applicable survey, administration and application fees will be covered by the purchaser upon settlement.

REPORT:

The section of road corridor that is proposed to be closed exists as a "paper road" only, with no plans to develop the corridor in the future.

Attachment 1 to this report shows the location of the partial road closure.

Preliminary investigations indicate that there is no infrastructure affected by this proposed road closure and no known legal assets affected by this sale.

The proposed partial closure of the road corridor will not impact on access to any lots and there is no foreseeable need for placement of easements or right of carriageway identified.

By partially closing, subdividing and selling the road corridor, Council would be disposing of an unmanaged/unmaintained asset.

Council is required to adhere to the legislative framework for the closing of public roads contained within the Roads Act 1993, and sale of land contained within the Real Property Act 1900 should the sale of the land be progressed.

The Roads Act stipulates that a Council proposing to close a council public road must advertise notice of proposal in the local newspaper and provide written notification to all adjoining land owners and notifiable authorities with a 28 day submission period. All valid submissions received will be reviewed and determined by Council.

The approved purchaser must provide written agreement to Council's terms as described in this report before proceeding with the road closure and subdivision. An independent valuation will be used to determine the land sale value with all applicable survey, administration and application fees to be finalised at settlement.

It is anticipated that Council's legal costs to facilitate the sale will be under \$2,000.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	No foreseen impact.	No foreseen impact.
Environmental	Council will be disposing of an unmanaged/unmaintained asset whilst ensuring continued access through the appropriate instrument.	No foreseen impact.
Economic	Purchase price, survey, application and administration fees to be finalised by purchaser at time of settlement	Council responsible for own legal fees.
Governance	No foreseen impact.	No foreseen impact.

Financial and Resources Implications

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

Costs and Benefits:

It is anticipated that Council costs will be under \$2,000.00. Council has a nominated budget for legal fees in relation to road closures which will be used for this process.

Once converted to freehold land, the parcel will be rateable as Rural Class 5 land and sold for the nominated value provided by the independent valuation.

Policy, Legal and Statutory Implications:

Council currently has no policy position on the retention or sale of undeveloped road corridors.

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Investigation of the request and recommended actions has not identified any significant risks.

OPTIONS:

Council may endorse the recommendations as described in this report or alternatively decline the request.

COUNCIL SEAL REQUIRED:

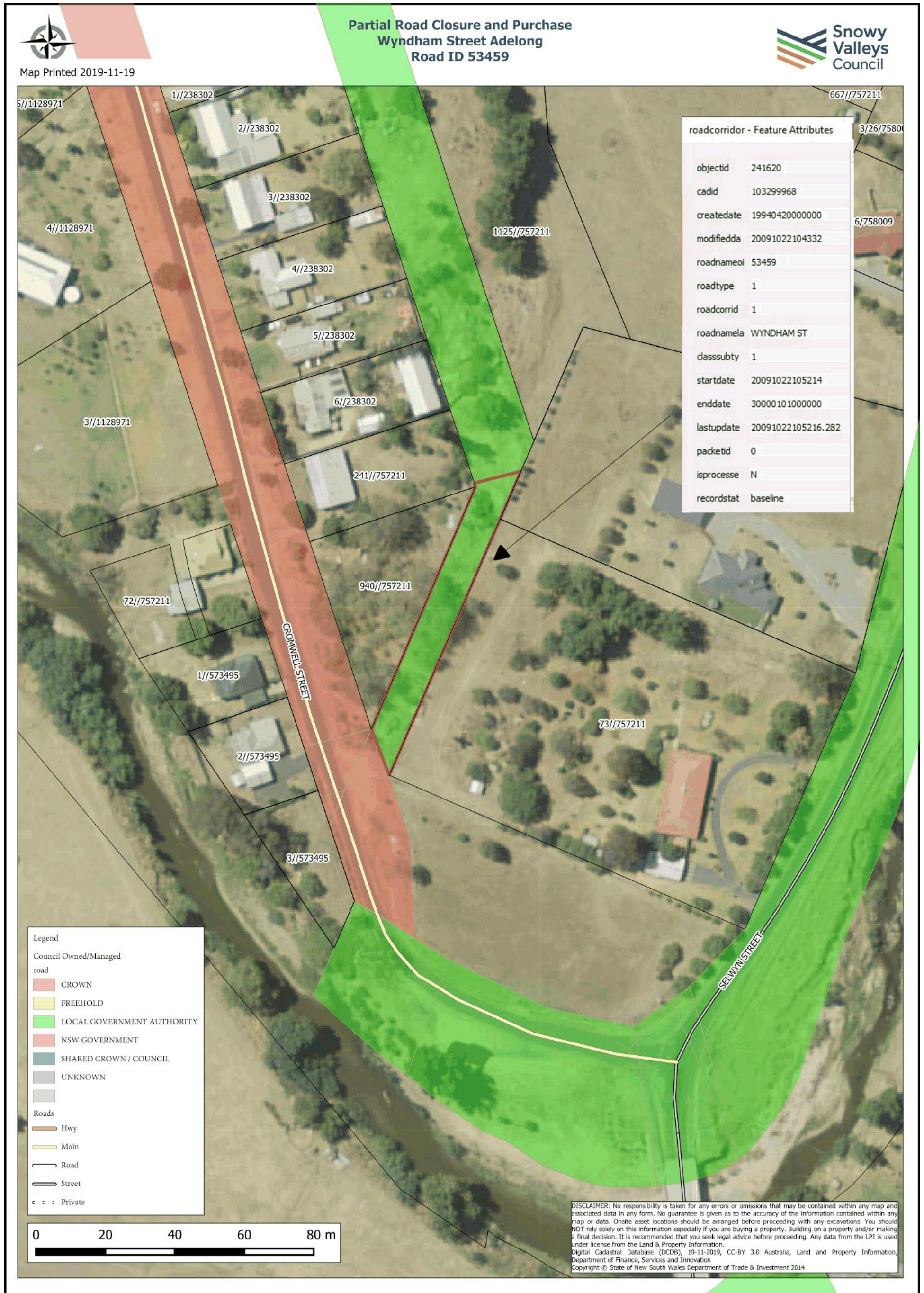
Yes

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Road closures and gazettal's are required to be advertised in accordance with the Roads Act 1993 and the Road Transport (General) Regulation 2005.

Attachments

- 1 Wyndham Street Adelong - Partial Road Closure - Map [↓](#)



10. MANAGEMENT REPORTS**10.5 DRAFT CEMETERIES POLICY - FOR PUBLIC EXHIBITION**

REPORT AUTHOR: MANAGER TECHNICAL SERVICES
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

This report seeks the approval of Council to place the Draft Cemeteries Policy (SVC-COR-PO-014-01) on public exhibition for a minimum of 28 days, consistent with the requirements of the Local Government Act 1993.

The Draft Cemeteries Policy has been developed to enable a consistent approach to management of all cemeteries operated within the Snowy Valleys Council Local Government Area.

The policy provides guidelines to Council and the community with regards to burials, reservations, bookings.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the Draft Cemeteries Policy (SVC-COR-PO-014-01)**
- 2. Approve the Draft Cemeteries Policy for Public Exhibition for a period of no less than 28 days**
- 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 policy**
- 4. Adopt the policy if no submissions are received on the day after the completion of the public exhibition period**

BACKGROUND:

The Draft Snowy Valleys Council Cemeteries Policy has been developed following a review of both former Tumut and Tumberumba policies to ensure that a consistent approach is applied to all cemeteries across the Local Government Area.

REPORT:

This policy has been developed to provide the community with clear guidelines and information on the operation of Councils cemeteries in respect to burial procedures, reservations and bookings for all operational cemeteries across the Local Government Area including:

- Adelong – Lawn and Garden
- Batlow – Lawn, Garden and Wall
- Brungle
- Khancoban – Lawn and Wall
- Rosewood – Traditional and Wall
- Talbingo – Ashes Wall and Memorial Wall
- Tumberumba– Lawn, Rose Garden, Wall and Traditional

- Tumut – Lawn, Garden, Wall
- Welaregang – Traditional
- Tumut Pioneer – Not Operational/Heritage

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

1.3 Protect and preserve local history and heritage

SUSTAINABILITY ASSESSMENT:

Council will need to ensure longer term that there is an availability of internment sites in the managed cemeteries.

Financial and Resources Implications

There will be no significant increase to budgets by adopting these documents. Council Fees and Charges are approved annually and reflect the requirements for management and maintenance of cemeteries within the Local Government Area

Policy, Legal and Statutory Implications:

All burials are required to be compliant with the *Public Health Act 2010* and the *Public Health (Disposal of bodies) Regulations 2012* and failure to comply with these requirements could expose Council to issues around public health.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The drafted Cemeteries Policy has been developed to mitigate risk to the public and Council and to ensure that the organisation is compliant with legislation.

It also provides the frameworks for the development of associated procedures and levels of service.

OPTIONS:

Council may endorse, amend or decline the recommendations made in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Policy, as per the recommendation, will be advertised for a minimum of 28 days for public feedback.

Any relevant and applicable feedback will be collated by Council Officers and returned to Council for consideration.

Attachments

- 1 DRAFT Cemeteries Policy - SVC-COR-PO-014-01 (under separate cover) [⇨](#)

10. MANAGEMENT REPORTS**10.6 NSW PUBLIC LIBRARIES CONFERENCE - NOVEMBER 2019**

REPORT AUTHOR: MANAGER CUSTOMER AND TECHNOLOGY
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

This report provides a brief update on the information received at the NSW Public Libraries Conference, November 2018 held in Penrith NSW.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the NSW Public Libraries Conference – November 2019 from Executive Director, Community & Corporate.**
- 2. Note the NSW Public Libraries Conference report (including the Delegates Report) on the information received at the NSW Public Libraries Conference, November 2019.**

BACKGROUND:

New South Wales Public Libraries Association (NSWPLA) is the single voice for public libraries in New South Wales. It was formed when Public Libraries New South Wales and the New South Wales Metropolitan Public Libraries Association amalgamated on 15 July 2014. With 100% membership of all NSW local governments, NSWPLA works to strengthen the dynamic and innovative public library network delivering services across the state.

The purpose of NSWPLA as the peak body for public libraries in NSW is to:

- advocate effectively
- initiate partnerships
- champion the public library cause
- build trust and support
- provide relevant information
- foster cooperation and collaboration
- strengthen the public library network

REPORT:**NSWPLA SWITCH 2019 Conference.**

The week starts with the Australasian Mobile Libraries and Outreach Services Conference and Symposium on Monday and Tuesday. This was followed by the SWITCH 2019 Conference on Wednesday and Thursday and NSWPLA Annual General Meeting on Friday. The key conference speakers, outlined below, combined with a variety of discussion panels and workshops to continue to promote the ideal that libraries are ever changing and adaptive to their environments.

At the official Conference opening held on the Tuesday night, Snowy Valleys Council was awarded the “Innovation in Outreach Services” for the 2018 NAIDOC Week – “Celebrating Wiradjuri” program of events.

Day 1**Dallas Tout, President NSW Public Libraries Association**

Outlined the progress of the Renew Our Libraries campaign and the achievements of NSWPLA over the past year, and the ongoing positive and encouraging statistics showing that public libraries are thriving in our communities.

Dr John Vallance, NSW State Librarian

Dr Vallance encouraged public libraries not to be bullied into censoring collections. If it is not illegal, it ought to be accessible, whether we or the squeaky wheels in our community approve of it or not. The State Library has opened its first Children's Library, and that it is proving incredibly popular.

Aat Vos, Creative Guide/Founder, aatvos BV

How can public places like libraries, transform themselves into relevant third places and become urban hotspots? Aat discussed that the Third Place it isn't about the architecture; it's about the people. Third places make people feel safe, at home, able to stay as long as they like, and that they have ownership. We need to create appealing, engaging, inclusive, *free* places for all through the five pillars:

- *People*, who give meaning to places. We need to put our libraries where they are needed most, and facilitate connection.
- *Places*, we need to understand the spirit of a place, make it memorable, and enable people to stay.
- *Experience*, create something special, immersive; somewhere people can spend, not just save, time.
- We do this with *programmability*, and this is how we differ from coffee shops and fancy supermarkets. We need to create places for people to share, help, make, learn, transfer, react, and show. Put in a stage and let your users put on the shows. We need to be hospitable, visible, accessible, safe, and comfortable.
- Embrace imperfection; do not forget the coffee. We are in a unique position to meet the social needs of our communities; to put mental health first, creating a somewhere, rather than an anywhere, thus *future-proofing* our libraries.

Susan Kane, 2017 Colin Mills Scholarship

Susan shared her experience as the 2017 Colin Mills Scholarship recipient and what she learned during her trip to Philadelphia. Susan visited libraries in low socio-economic areas facing issues common to us – how to provide more with less – and yet were providing safe spaces, and literacy support to those most in need. As a result of what Susan saw, and learned, she has placed book nooks in local businesses, opened a new library in a community hub, and is seeking funding for programs to teach youth how to 'adult'.

Damien Webb and Nathan Sentance, Australian Museum

Damien Webb and Nathan Sentance hosted a discussion about challenging library neutrality, and the need to question whose truth we are presenting, and whose voices are missing. Treating everyone the same is not helpful when people's needs are different. We can ask whether our library is one more place where some members of our community do not feel welcome, or represented. Building relationships is important and the State Library NSW provides tools such as the ATSLIRN Protocols, and the Indigenous Spaces in Library Places.

Martin Payne, Cultural Experiences Coordinator, Lake Macquarie City Council

Martin spoke on council engagement, and making participation interesting. It's about giving the community a voice in issues that matter to them, and increasing community influence. The best engagement happens when people are inspired, so use all the methods: surveys, online options, footpath stickers, Augmented and Virtual Reality. Use videos and hashtags, and consider strategically planning your engagement using a tool such as IAP2 Australasian to make sure your libraries are shaped by your communities.

Day 2Kip Harkness, Deputy City Manager, City of San Jose

Libraries as Catalysts for Digital Inclusion, Kip shared some great examples of innovation, change, and inclusion. Connectivity is so important; we need to find creative ways of getting our whole

communities connected. There was also a reminder that learning English is important, but we need to provide reading material in people's mother tongue, too.

Kip encouraged us to create space for people to innovate, fail, and try again; to ask questions of our community that are indirect, and to watch their behaviour, because they will lie about what they want, and what they will attend.

Katherine O'Regan, Executive Director Cities Leadership Institute

Katherine's presentation focused on her experience in the 'smart cities', and that smart cities must have libraries. Katherine discussed libraries as human-centred places - accessible, inclusive, informal, and where people can contribute. We ought to look at how people are using our spaces, and be guided by that as we plan and design.

Smart cities benefit from innovation and technology, and we may need to push through discomfort in order to make changes, but we must be careful not to adopt new technologies for their own sake, but to ask what problem we are trying to solve, and what the benefit will be to our community. When our community does benefit, we need to demonstrate it by sharing the personal stories of our libraries' impact.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

1.4 Expand, support and encourage arts and cultural events, activities and creative opportunities

Operational Actions

1.2.6 Seek funding for preparation of Library Strategic Plan to be prepared by external provider

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Attendance at the conference was within the budget allowances.

Costs and Benefits:

Councils receive information not only from the presentations but also networking with other Councils, State Government departments and industry providers.

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risks associated with attendance at conferences are unlikely, low and inconsequential.

OPTIONS:

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 SWITCH NSW Public Library 2019 Conference Program (under separate cover) [⇒](#)

10. MANAGEMENT REPORTS**10.7 PLANNING PROPOSAL FOR TUMUT LOCAL ENVIRONMENT PLAN (LEP) 2012 (AMENDMENT NO.5) - GILMORE INDUSTRIAL LAND**

REPORT AUTHOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

Council has a responsibility to ensure that appropriately zoned industrial land is available for a variety of industrial undertakings in the Snowy Valleys Council area. Previous studies have identified that land at Gilmore met the criteria for development of large industrial lots suitable for transport and forest related industries.

Council was issued with a Gateway Determination for Planning Proposal Amendment No. 5 of the Tumut Local Environmental Plan (LEP) 2012 to rezone certain land located at Gilmore by rezoning land currently zoned RU1 Primary Production and RU3 Forestry to IN1 General Industrial with a 2 hectare minimum lot size and inserting a new LEP clause to facilitate the subdivision of split zoned land.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Planning Proposal Tumut Local Environment Land (LEP) 2012 – Amendment No.5 – Gilmore Industrial land from the Executive Director Community and Corporate and resolve to proceed and complete Amendment No. 5 of the Tumut LEP 2012.**
- 2. Advise the NSW Rural Fire Service, Department of Primary Industries (Agriculture), Transport for NSW and Planning, Industry & Environment Biodiversity and Conservation Division of the Council resolution.**
- 3. Delegate authority to the Chief Executive Officer to allocate funds to undertake an Aboriginal Cultural Heritage Assessment to enable finalization of the Planning Proposal Tumut LEP – Amendment No.5**

BACKGROUND:

Since 1988, when the Tumut Rural Local Environmental Study and Urban Strategy identified the Gilmore Valley for future industrial development, numerous studies and reports have been produced with that objective in mind.

At its 27 July 2017 Ordinary Meeting, Council resolved (M1/17):

That pursuant to Section 3.33 of the Environmental Planning and Assessment Act 1979, Council prepare a Planning Proposal to:

1. Rezone Lot 100 DP 1040583, Lot 5 DP 1178042 and Lots 1, 2 and 3 DP 1042001 from RU1 and RU3 to IN1; and

2. Rezone those parts of Lot 1 DP 197308, Lot 3 DP 1041444 and Lots 61, 62, 94 and 140 DP 757252 that are not subject to significant environmental or physical constraints from RU1 to IN1.

Council adopted the Planning Proposal for Tumut LEP 2012 (Amendment No. 5) and forwarded it to the Department of Planning and Environment with a request for a Gateway Determination. This was granted on 16 August 2018 with the following conditions:

1. The planning proposal shall be updated prior to community consultation to include an assessment of the planning proposal's consistency with the Riverina Murray Regional Plan 2036.
2. The planning proposal shall be updated prior to community consultation to clearly state whether the proposal is consistent with relevant 9.1 Ministerial Directions.
3. The planning proposal shall be updated prior to community consultation to include additional information in relation to how Council has addressed the issues raised by the NSW Office of Environment and Heritage when the subject land was proposed to be rezoned in 2007.
4. Public exhibition is required under section 3.34(2) (c) and schedule 1 clause 4 of the Act as follows:
 - a. the planning proposal must be made publicly available for a minimum of 28 days; and
 - b. the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 5.5.2 of A guide to preparing local environmental plans (Department of Planning and Environment 2016).
5. Consultation is required with the following public authorities / organisations under section 3.34(2) (d) of the Act and/or to comply with the requirements of relevant section 9.1 Directions:
 - NSW Rural Fire Service;
 - NSW Department of Primary Industries (Agriculture);
 - NSW Office of Environment and Heritage; and
 - NSW Roads and Maritime Services (Transport for NSW).

Consultation with the NSW Rural Fire Service and NSW Office of Environment and Heritage is to be undertaken prior to community consultation.

Each public authority/organisation is to be provided with a copy of the planning proposal and any relevant supporting material, and given at least 21 days to comment on the proposal.

6. A public hearing is not required to be held into the matter by any person or body under section 3.34(2) (e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).

7. The planning proposal authority is authorised as the local plan-making authority to exercise the functions under section 3.36(2) of the Act subject to the following:
- the planning proposal authority has satisfied all the conditions of the Gateway determination;
 - the planning proposal is consistent with section 9.1 Directions or the Secretary has agreed that any inconsistencies are justified; and
 - there are no outstanding written objections from public authorities.
8. The time frame for completing the LEP is to be 12 months following the date of the Gateway determination.

An extension of time was allowed so that the LEP is to be completed by 16 August 2020.

REPORT:

All of the eight (8) conditions in the Department of Planning and Environment's altered Gateway Determination have been complied with.

Studies supporting the location of more industrial land at Gilmore include:

- 1998 Industrial Land Study (to identify the need for additional industrial land)
- 2000 Planning Directions Study (to investigate the various options for additional industrial land)
- 2001 Industrial Strategy (to indicate Council's priorities and directions)
- 2001 DCP No. 6 – Industrial Development (to bring together the principles established by previous studies)
- 2002 Local Environmental Study – Tumut and Gilmore (to establish the suitability of the land for rezoning to Industrial)
- 2005 Master Plan (detailing how the Gilmore land could be developed for an industrial estate)

Responses from NSW Government Agencies

Input from NSW Government Agencies is summarised in the following table:

NSW Agency	Summary of Input	Comment
Department of Primary Industries	<p>DPI Agriculture generally supports the Planning Proposal to rezone the specified Lots from RU1 and RU3 to IN1, based on the strategic planning justification provided for the need for more industrial zoned land.</p> <p>The resulting new clause 4.1B should only be applicable to the specific Lots identified (Lot 100 DP 1040583, Lot 5 DP 1178042, Lots 1, 2 and 3 DP 1042001, Lot 1 DP 197308, Lot 3 DP 1041444, and Lots 61, 62, 94 and 140 DP 757252) and should not be</p>	<p>Clause 4.1B can be written so as to be applicable only to the land the subject of this Planning Proposal.</p>

NSW Agency	Summary of Input	Comment
	generally applicable for any other land at your urban - rural interface.	
Rural Fire Service	<p>The NSW RFS raises no objection to the proposal.</p> <p>With regards to subsequent development of the site, please note, commercial and industrial development on Bush Fire Prone Land (BFPL) is captured by section 4.14 of the EP&A Act where a manager's residence is included in the proposal. Where no residential component is included, commercial and industrial development is addressed through the aim and objectives of Planning for Bushfire Protection 2006.</p>	No comment required.
Planning, Industry & Environment Biodiversity and Conservation Division	<p>The Biodiversity and Conservation Division recommends that:</p> <ul style="list-style-type: none"> • Stage 1 of the Biodiversity Assessment Method be implemented to identify the biodiversity values on the proposal site. • An Aboriginal Cultural Heritage (ACH) Assessment be undertaken to identify ACH values and potential impacts on the proposal site. 	<p>It would be appropriate for Council to undertake the two (2) assessments prior to finalising a concept masterplan for the site. The Aboriginal Cultural Heritage Assessment would need to be undertaken before finalising the Planning Proposal.</p> <p>Greater description provided by The Department of Planning, Industry and Environment of what is involved in the Stage 1 of the Biodiversity Assessment Method and the Aboriginal Cultural heritage Assessment is outlined below.</p>
Transport for NSW	<p>Basically no objection to the rezoning subject to the identified issues and funding for any works being addressed as part of the rezoning process and addressed in any associated documentation, E.g. Development Control Plans, and the following points are made:</p> <ul style="list-style-type: none"> • A second access to the highway is warranted to allow an internal access road to be created. 	<p>A strategic approach to the ultimate development of the site is being recommended by Transport for NSW.</p> <p>It is agreed that a TIA would need to be undertaken prior to the commencement of the development of the site.</p> <p>It would inform the development of a concept masterplan for the site. There is not a need to undertake the</p>

NSW Agency	Summary of Input	Comment
	<ul style="list-style-type: none"> • The subdivision of the precinct shall provide frontage and access for all allotments to the future internal road network. Access (both vehicular and pedestrian) directly to the Snowy Mountains Highway shall not be relied on for any allotment. This is consistent with the provisions of the State Environmental Planning Policy (Infrastructure), 2007. Provisions for connectivity with any cycling and pedestrian networks and other modes of Transport should also be considered. • To inform the preparation of the strategy for development of the estate a Traffic Impact Assessment (TIA) should be prepared to allow for the assessment of the potential traffic impacts generated by the future development of the subject site on the existing road network and any works required to the Snowy Mountains Highway between Tumut and the precinct including any existing and proposed intersections with the Snowy Mountains Highway. 	<p>TIA prior to the finalisation of the Planning Proposal.</p> <p>Additional points provided by Transport for NSW are outlined in the 'Traffic' section below.</p>

Biodiversity

The current rezoning proposal is limited to areas that are already developed and show evidence of past agricultural use. There are no large areas of contiguous native vegetation included in the proposal so the major issue from the 2007 proposal regarding impacts on native vegetation, and therefore threatened species habitat, has been addressed.

However, the proposed rezoning areas do contain large trees that may be associated with an Endangered Ecological Community (current vegetation mapping suggests that PCT 268 White Box – Blakely's Red Gum community occurs on site). While the individual trees and small vegetation patches are separated from the adjacent remnant vegetation, they are still likely to be habitat for the variety of threatened species that have been recorded in the vicinity, including several bird species.

The planning process for the proposal area should implement Stage 1 of the Biodiversity Assessment Method (BAM) including the Streamlined Paddock Tree Assessment under the *Biodiversity Conservation Act 2016*. This will identify the biodiversity values on the site, including vegetation communities, threatened species habitat, wetlands and waterways.

Vegetation offset obligations for development will be informed by the results of this assessment as they will depend on the nature and condition of the vegetation across the site. Given the proposed rezoning and reduction of minimum lot size to 2 ha, future subdivision or development of some lots may trigger entry into the Biodiversity Offset Scheme, based on the clearing threshold of 0.5 ha.

The masterplan for the area ought to identify waterways that should be buffered from development, and riparian vegetation associated with these features should be protected.

Aboriginal Cultural Heritage

The current planning proposal will need to be revised to be consistent with Ministerial Directions issued under Section 9.1 of the Environmental Planning and Assessment Act 1979 (EP&A Act), specifically direction 2.3 Heritage Conservation (former section 117(2) directions). Direction 2.3 states that planning authorities must ensure that a planning proposal contains provisions that facilitate the conservation of Aboriginal objects and places protected under the National Parks and Wildlife Act 1974 (NPW Act) (Direction 2.3(4) (b), and Aboriginal areas, objects, places or landscapes identified as being of heritage significance to Aboriginal culture and people (Direction 2.3(4)(c).

We note that a previous Environmental Study for future industrial land at Tumut and Gilmore refers to the results of a site walkover for Aboriginal sites for a previous study into industrial land at Tumut and Gilmore in 2002 (Habitat Planning, 2002:71). This significantly predates the current Aboriginal cultural heritage (ACH) assessment processes, including amendments to the NPW Act in 2010. The planning proposal notes Council will carry out Aboriginal cultural heritage surveys as required by the (former) Office of Environment and Heritage (Snowy Valleys Council, 2019:13). The land subject to the planning proposal investigation contains area of cleared vegetation and areas of existing vegetation. A number of drainage lines pass through or adjacent to the investigation area. Sites on the Aboriginal Heritage Information Management System (AHIMS) have been recorded within 5 km of the investigation area, including scarred trees and artefact sites.

To adequately assess the Aboriginal cultural heritage (ACH) significance of the lands subject to the planning proposal, the proponent should clearly identify all potential areas, objects, places or landscapes of heritage significance to Aboriginal culture and people that may potentially constrain future land-use planning. The Department therefore recommends that an Aboriginal Cultural Heritage Assessment be undertaken, in consultation with relevant Aboriginal parties, and inclusive of a field assessment, to satisfactorily capture the information required to inform a planning proposal.

The outcomes of this assessment should inform the planning proposal, to ensure consistency with the requirements of Section 9.1 (Direction 2.3 - Heritage Conservation) of the Environmental Planning and Assessment Act 1979.

Traffic

For an industrial estate of the scale proposed a second access to the highway would be warranted however accessibility within the estate between the 2 intersections is to be provided and maintained. This will allow for movement within the estate rather than having to access the highway and will allow for flexibility for access to allotments within the estate from the highway. The internal road link between the 2 intersections with the highway is to be provided prior to or within the same stage as the creation of the second intersection to the Snowy Mountains Highway. Notwithstanding the above the development of the estate on the eastern side of the highway should be staged from north to south and utilise the existing intersection that currently provides for access to the Material Recycling Facility in the initial stages of the development of the industrial estate.

A strategic approach should provide for coordination of the development of the precinct and access arrangements. It would be appropriate that development of the subject land not be permitted until an appropriate strategy is adopted for the layout, staging and funding of the proposed development of the area and provision of the required infrastructure including roads and intersections. Consideration of the anticipated traffic impacts and the required treatment of any intersection with the classified road network and its funding should be undertaken prior to release of the candidate areas for development.

Consideration should be given to criteria for the treatment of the highway frontage of the subject site to address bulk and scale of buildings, proposed signage and the establishment and maintenance of a landscaped buffer area along the frontage to highway. The landscaped buffer should be established in the initial stages so as to take advantage of mature vegetation buffer when any development of the allotments occurs.

The standard of the intersections required with the Snowy Mountains Highway for access to the precinct is subject to further assessment and the concurrence of Transport for NSW. The design and location of the required intersection treatments should be based on an appropriate traffic analysis and merit assessment and be in accordance with best practice measures such as the Austroads guides for the posted speed limit and to cater for largest size vehicle likely to access the site. The location and standard of any new intersection with the Snowy Mountains Highway shall comply with the standards required for the current 100 km/h speed zone.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	<p>Perceiving the flow on effects of significant projects such as Snowy 2.0 and the Visy paper mill expansion, the proposal will facilitate the growth and employment potential of Tumut through the provision of additional industrial land.</p> <p>An Aboriginal Cultural Heritage Assessment would need to be undertaken before finalising the Planning Proposal.</p>	Nil
Environmental	Land having significant environmental values has	The land proposed to be rezoned is in proximity to

	Positive	Negative
	been excluded from the area proposed to be rezoned. It is proposed to implement Stage 1 of the Biodiversity Assessment Method prior to the development of the land.	sensitive environmental land. Good design and management will ensure potential impacts can be mitigated. There are existing industries in the vicinity.
Economic	<p>Access to reticulated water, gas and electricity is available. Sewerage infrastructure can be made available.</p> <p>A shortage of industrial zoned land will be addressed.</p> <p>Potential industrial uses of the land include transport logistics, forestry and timber processing.</p> <p>Access is available to established transport networks.</p>	<p>Short term costs will be incurred by Council for the undertaking of:</p> <ul style="list-style-type: none"> • Stage 1 of the Biodiversity Assessment Method be implemented to identify the biodiversity values on the proposal site prior to adoption of a masterplan and/or development of the site. • An Aboriginal Cultural Heritage (ACH) Assessment will be undertaken to identify ACH values and potential impacts on the proposal site before finalisation of the Planning Proposal. • Preparation of a masterplan will be undertaken prior to development of the industrial land. • A Traffic Impact Assessment will be completed prior to adoption of a masterplan and/or development of the site.
Governance	Legislative requirements will be complied with.	Nil

Financial and Resources Implications

The report to Council on 24 May 2018 in respect of this Planning Proposal advised there could be budget implications if the Department of Planning, Industry and Environment requires additional studies or surveys to be undertaken.

An Aboriginal Cultural Heritage Assessment needs to be undertaken prior to finalisation of the rezoning if the Planning Proposal continues to finalisation. Funds will need to be allocated to allow this to occur. It is estimated that the cost of the Assessment would be in the vicinity of \$20,000 - \$25,000. Quotes will need to be obtained.

Council applied for funding under the Growing Local Economies funding stream for this project however, the application was unsuccessful.

Costs and Benefits:

The cost of preparing this Planning Proposal is within allocated budgets.

Policy, Legal and Statutory Implications:

The LEP amendment process is prescribed by the Environmental Planning and Assessment Act and Regulation and is subject to the Department of Planning, Industry and Environment Guidelines on the preparation of Planning Proposals and LEPs.

Snowy Valleys Council is authorised to exercise the functions of the Minister for Planning under section 3.36 of the Environmental Planning and Assessment Act 1979 and in accordance with the gateway determination to complete Planning Proposal Amendment No.5.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

1. Council can defer consideration of the Planning Proposal to a later date;
2. Council can make amendments to the Planning Proposal; or
3. Council can resolve not to proceed with the Planning Proposal.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Notice was given in locally circulated newspapers and on Council's Your Voice web site that the Planning Proposal was on exhibition from Monday 19 August 2019 to Monday 23 September 2019.

Letters dated 14 August 2019 were sent to nine (9) adjoining owners notifying them of the exhibition.

No submissions were received from the public.

Attachments

- 1 A1.Planning Proposal Tumut LEP 2012 (Amendment No. 5) - May 2018 (As Amended July 2019) (under separate cover) ⇨
- 2 A2.Gateway Determination Planning Proposal - LEP Amendment No 5 (under separate cover) ⇨
- 3 A3.Alteration of Gateway Determination Planning Proposal - LEP Amendment No 5 (under separate cover) ⇨
- 4 A4.Dept. Primary Industries - LEP Amendment No 5 (under separate cover) ⇨
- 5 A5.Rural Fire Service - LEP Amendment No 5 (under separate cover) ⇨
- 6 A6.Planning Industry Environment - LEP Amendment No 5 (under separate cover) ⇨
- 7 A7.Transport for NSW - LEP Amendment No 5 (under separate cover) ⇨

11. MINUTES OF COMMITTEE MEETINGS**11.1 MINUTES - ABORIGINAL LIAISON COMMITTEE - 19 FEBRUARY 2020**

REPORT AUTHOR: COMMUNITY DEVELOPMENT OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Aboriginal Liaison Committee – 19 February 2020- from Executive Director Community and Corporate.**
2. **Note the Minutes of the Aboriginal Liaison Committee meeting held on 19 February 2020.**
3. **Amend the following names which are located in the Snowy Valleys Council's Road Naming Policy:**
 - i. **Ngunnawal to be removed as the local area is not Ngunnawal Country.**
 - ii. **Walgalu to be corrected to Wolgalu.**
 - iii. **Budoo Fred to be corrected to Buboo Fred.**
 - iv. **Ngarigo to be added**
 - v. **Serpentinite to be corrected to Serpentine**
4. **Adopt the following recommendation/s from the minutes:**
 - 1) **That Council Consult with the Aboriginal Liaison Committee prior to naming a road after an Aboriginal tribe or name, to ensure it is appropriate to Country.**
 - 2) **That Council discuss and investigate the opportunity to obtain funding to upgrade Banksia Park in Tumut.**
 - 3) **That Council inspects Brungle Cemetery prior to any funeral to ensure the lawns and grounds are maintained appropriately and to address any presentation issues.**

BACKGROUND:

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

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

The Aboriginal Liaison Committee meetings are held every two months.

REPORT:**Agenda Item 1 – NAIDOC week**

The Aboriginal Liaison Committee were provided information to current and upcoming grant opportunities including NAIDOC Grant, Visy Tumut Region Recovery Fund Grant and Bushfire Recovery Event Program grant. The committee discussed the grants and were provided information how to access more information and apply.

Agenda Item 2 - Reconciliation Action Plan

The committee were updated on the progress of the Reconciliation Action Plan and that the first RAP Working Group meeting was held on 11/02/2020.

Reconciliation Action Plan is planned to be submitted to Reconciliation Australia by end of June 2020.

The committee was informed that the RAP Working Group would consist only of Council staff and upon completion or as necessary would be presented back to the ALC for consultation prior to submission.

Agenda Item 3 - Impact of fires on local Aboriginal communities

The committee discussed the impact of the fires on the local Aboriginal Communities and acknowledged the work Blaze Aid have done across the region and for the Aboriginal community members directly impacted by the fires.

Agenda Item 4 - SVC Road Naming Policy

The committee looked through current approved names/terms and made the following amendments:

- Ngunnawal to be removed as the local area is not Ngunnawal Country
- Walgalu to be corrected to Wolgalu
- Budoo Fred to be corrected to Buboo Fred
- Ngarigo to be added
- Serpentine to be corrected to Serpentine

TKNIC is making a separate submission around the names appropriate to Tumbarumba area.

The committee expressed that all names raised should automatically go into the pool and brought back to the committee when a road is being named to determine if the name is appropriate to the Country that it is upon.

Agenda Item 5 - General Business

The committee discussed the need for Banksia Park in Tumut to be upgraded. The committee drew attention to the fact the Park only has one seat and minimal equipment. The Committee discussed how the Park is used by the surrounding residents and visually the Park is uninviting. By undertaking an upgrade it is believed it may instil community pride in the park.

The committee discussed the need for better general upkeep of Brungle Cemetery and concerns around the standard/length of the lawns at the time of funerals. The committee expressed that the lawns should be assessed and mowed if necessary before a funeral.

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

Theme 4: Communication & Engagement

Delivery Outcomes

1.3 Protect and preserve local history and heritage

Operational Actions

1.3.3 Work in partnership with the Aboriginal community

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

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

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

Costs and Benefits:

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

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

1. Council receives the report and adopt the minutes of the Aboriginal Liaison Committee without change.
2. Council receives the report and does not adopt the minutes of the Aboriginal Liaison Committee and consults with the Aboriginal Liaison Committee as to the reasons.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Aboriginal Liaison Committee held no formal consultation with the community relating to Snowy Valleys Council matters during this period of time.

Attachments

- 1 Minutes - Aboriginal Liaison Committee - 19 February 2020 (under separate cover)



11. MINUTES OF COMMITTEE MEETINGS**11.2 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 03 MARCH 2020**

REPORT AUTHOR: COORDINATOR GOVERNANCE & RISK
RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Minutes - Audit, Risk and Improvement Committee – 3 March 2020 from the Executive Chief of Staff**
- 2. Note the minutes of the Audit, Risk and Improvement Committee meeting held on 03 March 2020.**

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 Terms of Reference. This advice aims to facilitate the decision making of 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 March meeting of the Audit, Risk and Improvement Committee the following items of particular note were discussed and considered:

- Growth and development
 - An update on the impact of the bushfire crisis on the Growth and Development team within Council, including statistics for Development Applications relating to the 2019 calendar year and current resourcing challenges within the team.
- Bushfire Recovery
 - A summary of the bushfire recovery effort and council-led initiatives to date as well as the future recovery work relating to recovery committees, Recovery Assistance Points and mobile outreach services.
- Bushfire – Impact, Response and Recovery
 - A summary of the bushfire impact on the Council Local Government Area including % burnt area, number of houses/facilities/out buildings damaged or destroyed by fire. The impact the fires have had on Council staff, assets and resources.

- Major Projects Program 2019/2020
 - A report is made quarterly on the Major Projects Program, inclusive of risks to major projects. Batlow Cannery, the Tumbarumba to Rosewood Rail Trail and the Batlow Caravan Park were all projects that have been impacted by the bushfire crisis either directly or indirectly.
- Position Paper- Implications from AASB 15 and AASB 1058
 - The Chief Financial Officer presented a position paper on changes to the Australian Accounting Standards, including implications for Council from the introduction of AASB 15 and AASB 1058
- Risk Management Internal Audit
 - The Internal Auditor presented the final report inclusive of findings and management responses to the Risk Management Internal Audit. These findings were endorsed to be added to the risk register.
- ARIC Matrix
 - A comprehensive review and consolidation of existing internal and external audit findings was undertaken to remove duplicates. A new format of reporting is to be provided for the ARIC Matrix at the May 2020 meeting.
- Half Yearly Operational Plan
 - An update of the half yearly action report identified the operational action items, major projects and capital works projects.

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 ARIC for 2019/2020 is \$47,000 and includes member remuneration, training and the engagement of the internal auditor. Actual Spend to date is \$26,132 and will come within budget for 2019/2020.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Council has established an Audit, Risk and Improvement Committee which functions under the Internal Audit Guidelines, September 2010 issued under s23A the Local Government Act, 1993.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Committee is charged with the responsibility of:

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

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Audit, Risk and Improvement Committee Minutes from 03 March 2020. (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.3 MINUTES - LOCAL TRAFFIC COMMITTEE - 26 FEBRUARY 2020**

REPORT AUTHOR: ROAD SAFETY OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

RECOMMENDATION:**THAT COUNCIL:**

1. Receive this report on the Local Traffic Committee from the Executive Director Infrastructure
2. Note the Minutes of the Local Traffic Committee meeting held on 26 February 2020
3. Adopt the following recommendation/s from the minutes:

3.1 Adelong Pre-School – Parking

- 3.1.1 Explore options for Adelong Pre-School parking.
- 3.1.2 Inform Adelong Pre-School of progress.

3.2 Rural Bus Stop Application – 660 Batlow Road, Tumbarumba

- 3.2.1 Undertake further technical investigation required for sight distances, average traffic speed measurements and distances to other bus stops.
- 3.2.2 Prepare a report for the next Local Traffic Committee Meeting after on site discussions have occurred.
- 3.2.3 Note that Transport for NSW will search for potential funding opportunities.

3.3 Request for Rural Bus Stop – 4235 Batlow Road, Tumbarumba

- 3.3.1 Note a request still needs to be made to Transport for NSW in relation to this matter

3.4 Speed Zones – Snow Ridge Road, Tooma Road, Swampy Plains Road and Elliott Way

- 3.4.1 Note that the Road Safety Officer will write a letter to Transport for NSW requesting re-zoning of these roads.

3.5 Congestion of Wynyard Street, Fitzroy Street & Merivale Street

- 3.5.1 Note traffic concerns for this precinct.
- 3.5.2 Note that a report will be provided at the next Local Traffic Committee meeting.

3.6 Merivale Street Congestion

- 3.6.1 Note traffic concerns for this precinct.
- 3.6.2 Provide a report at the next Local Traffic Committee meeting.

3.7 Batlow 80kmph Zone

- 3.7.1 Note community request for an 80kmph sign to be installed.
- 3.7.2 Progress Negotiations with Transport for NSW

3.8 Junction of Batlow Road and Snowy Mountains Highway

- 3.8.1 Note Traffic concerns for this precinct.
- 3.8.2 Provide a report to the next Local Traffic Committee meeting.

BACKGROUND:

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

REPORT:

Agenda items that were discussed included:

- Special Event Application - Tumbafest 2020 - 22-23 February 2020
- Special Event Application - Tumbarumba to Rosewood Rail Trial Opening - 3 April 2020
- Special Event Application - Rock The Turf 2020 - Tumut - 4 April 2020
- Special Event Application - Fun Run/Walk - Tumut - 19 April 2020
- RSL Anzac Day Marches
- Committee members also discussed additional road safety matters of concern as detailed within the Minutes under 'General Business'.

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

Theme 5: Our Infrastructure

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

Staff costs associated with the event applications.

Costs and Benefits:

No project costs were discussed.

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management Assessments are provided with Special Event applications.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Minutes - Local Traffic Committee - 26 February 2020 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.4 MINUTES - BATLOW DEVELOPMENT LEAGUE (BDL) - 5 FEBRUARY 2020**

REPORT AUTHOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Batlow Development League from Executive Director Community and Corporate.**
2. **Note the Minutes of the Batlow Development League meeting held on 5 February 2020.**

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 5 February 2020.

The Following items were discussed:

1. General Business
 - a. Memorial Gates to be installed as per permission of RSL Sub Branch
 - b. Literary Institute:
 - i) Being used as the main centre for bushfire recovery. It will be open Wednesdays and Saturdays.
 - ii) A Counsellor for Batlow people will be located at the CWA Rooms
 - iii) Funds for various equipment such as whiteboards, interview would be available.
 - iv) The Literary Institute's floor has been damaged by a pallet jack
 - v) The Literary Institute needs to be cleaned by users
 - vi) Toilets beside the Literary Institute need to be looked at again
 - c. Bushfire Relief – Bush Fire Relief assistance, forms were completed with personal information on them. They are believed to be held at Council. Council to relocate them.
 - d. Batlow Tumut Rail Trail – H Tietze stated that it is now a good time to go ahead to create employment and tourist into the region
 - e. There are properties in Batlow that need to be cleaned up by their owner / Occupants.
 - f. No flat walking track in Batlow. H Tietze suggested a track from behind hospital following the rail track.

2. Recommendation from Committee:

- a. Toilet block located at Literary Institute and Memorial Park near tennis court be checked to meet Health Standards. The back of the toilets at tennis court also to be repaired.

- b. In view of the latest bushfire disaster, Council to check neglected and unkempt properties obstructing public access. Council to contact the occupant and request they remedy.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

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 & Monthly Financials - Batlow Development League - 5 February 2020
(under separate cover) ⇨

11. MINUTES OF COMMITTEE MEETINGS**11.5 MINUTES - TUMBAFEST COMMITTEE MEETING - 29 JANUARY 2020**

REPORT AUTHOR: TOURISM OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Tumbafest Committee from Executive Director Community & Corporate.**
2. **Note the Minutes of the Tumbafest Committee meeting held on 29 January 2020.**

BACKGROUND:

The Tumbafest committee was established with the responsibilities for the strategic and future planning of the Tumbafest Festival held in Tumberumba on the last weekend in February annually.

The Tumbafest committee develop and implement operational aspects of the festival relying upon volunteer support to deliver a successful festival.

Tumbafest is reliant on sponsorship, bar, ticket and merchandise sales to fund the event each year. This is a licensed event and as such the organisers liaise with the licensing police to secure appropriate licences.

REPORT:

The Tumbafest Committee met on 29 January 2020.

A summary of the meeting is as follows:

1. **Confirmation of past meeting minutes.**
2. **Correspondence:**

The Co-ordinator received the following requests:

- A request from Scott Cameron to perform a song about the fires.
- Bush and Campbell requested a stand on Saturday to provide information about grants.
- The Race club requested use of generator for no fee.

3. Funding:

- Funding request submitted to Destination NSW, outcome to be advised week ending 7 February.

4. Accommodation availability for patrons during Tumbafest:

- 20 or more sites for self-contained Vans available at the Golf Club.
- Meeting to take place 30 January to review the site plan for the Caravan Park.
- Half the Aussie Rules oval to be fenced off for vans.
- The adjacent netball courts can also be used.
- The cost of Glamping tents from WOW Company is to be investigated.

5. Budget Update

- Report was noted

6. Ticket Update:

Co-ordinator reported that;

- Bendigo Bank selling tickets.
- 435 online tickets sold so far this year
- 8 ticket sales to food and wine matching event.

7. Committee Shirts:

- Quote received

8. Food and Wine Matching Event:

- No updates- progressing VIP session limited to 40 people.

9. Sponsors Reception

- Sponsors offered drink vouchers as determined by their sponsorship package.
- Discussion around wine enclosed area as a sponsor area. No decision was made.
- Andrew will have proposal to present to committee next meeting

10. Marketing:

- Two quotes were presented by Co-Ordinator for programmes. Options were for 2000 programmes similar to last year \$622.60 and for 2000 booklets \$638.00. Committee decided on booklet style.

11. Sponsorship Sub Committee:

- New EE Muir \$800 NAB \$800

12. Children's Activities Sub Committee: Covered

- Contacted made with Drama department at Charles Sturt University.
- Ground Up to be contacted.

13. Merchandise Sub Committee:

- Stubby holders ordered. T-shirts in progress

14. Market Stalls Sub Committee:

- Sufficient numbers but if more enquiries can take numbers up to 50 stalls

15. Food Stalls Sub Committee

- 14 stalls approved.

16. General Business:

- Next meeting Co-Ordinator will be allocating tasks for the four days. Members were requested to email Karly on availability over the four days.

Next meeting: 5 February 2019, 5pm.

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

Theme 1: Towns and Villages

Delivery Outcomes

1.5 Support and promote community and tourism events and festivals

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

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

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

Costs and Benefits:

Costs include the above mentioned resource implications.

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

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk management is covered in the Tumbafest Event Plan

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil- outside of the committee meetings at this time

Attachments

- 1 Minutes - Tumbafest Committee- 29 January 2020 (under separate cover) [⇒](#)

11. MINUTES OF COMMITTEE MEETINGS**11.6 MINUTES - TUMBAFEST COMMITTEE MEETING - 5 FEBRUARY 2020**

REPORT AUTHOR: TOURISM OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Minutes - Tumbafest Committee Meeting – 5 February 2020 from Executive Director, Community and Corporate.**
- 2. Note the Minutes of the Tumbafest Committee meeting held on 5 February 2020**

BACKGROUND:

The Tumbafest committee was established with the responsibilities for the strategic and future planning of the Tumbafest Festival held in Tumberumba on the last weekend in February annually.

The Tumbafest committee develop and implement operational aspects of the festival relying upon volunteer support to deliver a successful festival.

Tumbafest is reliant on sponsorship, bar, ticket and merchandise sales to fund the event each year. This is a licensed event and as such the organisers liaise with the licensing police to secure appropriate licences.

REPORT:

The Tumbafest Committee met on 5 February 2020.

A summary of the meeting is as follows:

1. Confirmation of past meeting minutes.**2. Correspondence:**

Co-ordinator Received:

- An email from the manager of the Wolfe Brothers advising that they will donate a signed guitar that can be auctioned/raffled.
- A quote for ATM machine to be on site for the 2 days.

3. Funding Requests

- Still pending

4. Accommodation Update:

- Discussion took place on fencing requirements to enable half of the sports ground to be used for caravans.
- Cost of extra fencing from Coates will be covered by SVC because council fencing not available.
- A good estimate of numbers of available sites will be publicised by Karly on social media.
- Glamping Tents – too late for 2020 festival but committee will investigate for 2021.

5. Budget Update.

- Income expected to exceed budget.

6. Ticket Update:

Co-ordinator reported that:

- 729 online tickets sold so far this year
- 11 tickets still available for food and wine matching event.

7. Sponsors Area

- VIP area near wine tents will be available for major sponsors
- One sponsor requested that for their major sponsorship they be given 50 general admission tickets.

8. Marketing:

- Kate Ceberano's donation to bush fire appeal well received by community.
- WIN network will promote Tumbafest across region and Canberra using 15sec Ad.

9. Children's Activities Sub Committee:

- Ground Up booked for Saturday and Sunday.

10. Merchandise Sub Committee:

- All ordered

11. Market Stalls Sub Committee:

- 57 confirmed

12. Food Stalls Sub Committee

- 16 stalls approved. 7 paid for

13. General Business:

- Task List Completed.

Next Meeting: 12th February 2019, 5pm.

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

Theme 1: Towns and Villages

Delivery Outcomes

1.5 Support and promote community and tourism events and festivals

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

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

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

Costs and Benefits:

Costs include the above mentioned resource implications.

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

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk is covered under the Tumbafest event plan.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil - outside of the committee meetings at this time

Attachments

- 1 Minutes - Tumbafest Committee - 5 February 2020 (under separate cover) ⇄

11. MINUTES OF COMMITTEE MEETINGS**11.7 MINUTES - TUMBAFEST COMMITTEE MEETING - 12 FEBRUARY 2020**

REPORT AUTHOR: TOURISM OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Tumbafest Committee Meeting – 12 February 2020 from Executive Director, Community and Corporate.**
- 2. Note the Minutes of the Tumbafest Committee Meeting held on 12 February 2020.**

BACKGROUND:

The Tumbafest committee was established with the responsibilities for the strategic and future planning of the Tumbafest Festival held in Tumberumba on the last weekend in February annually.

The Tumbafest committee develop and implement operational aspects of the festival relying upon volunteer support to deliver a successful festival.

Tumbafest is reliant on sponsorship, bar, ticket and merchandise sales to fund the event each year. This is a licensed event and as such the organisers liaise with the licensing police to secure appropriate licences.

REPORT:

The Tumbafest Committee met on 12 February 2020.

A summary of the meeting is as follows:

1. Confirmation of past meeting minutes.**2. Correspondence:**

Co-ordinator Received:

- Request from Festival of the Falling Leaf re-funding application for infrastructure such as generators, gazebos and tables to be shared by both events

3. Funding Requests

- \$25 000 grant approved from the NSW Government and the Commonwealth Government through the Bushfire Community Resilience and Economic Recovery Fund. \$10 000 is to be allocated to marketing, \$5000 towards generators and fencing and kids' activities, and about \$6500 for buses from Albury, Wagga and Tumut each day of Tumbafest.

4. Accommodation Update:

- Caravan Park fully booked 60 sites booked on sports ground pony club has 40 bookings at this stage and can take a few more. Golf club has 10 bookings and there is space for more.

5. Budget Update.

- Income expected to exceed budget.

6. Ticket Update:

Co-ordinator reported that;

- 820 online tickets sold so far this year
- Tickets still available for food and wine matching event.

7. Marketing:

- Give away promotion for Valentine's Day – food and wine pairing or ticket to the event.

8. Children's Activities Sub Committee:

- Ground Up booked for Saturday and Sunday.
- Co-Ordinator will investigate rock climbing wall

9. Merchandise Sub Committee:

- T-shirts delivered
- Some merchandise from the Information may be sold at Tumbafest.
- Wolfe Brothers signed Guitar will be auctioned after they have performed.

10. Market Stalls Sub Committee:

- 57 confirmed.

11. Food Stalls Sub Committee

- 16 stalls approved.

12 . Licensing Sub Committee:

- Wine stall operators will walk bottle sales to the Hammond lane exit where they can be collected by buyer.

13. General Business:

- Recycling organised
- SES will have first aid tent.
- Committee members need to have Volunteer forms from SVC completed and submitted

Next meeting:

- Event run through – at the Rotunda at the Creek Scape
- 20th February 2019, 5pm.

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

Theme 1: Towns and Villages

Delivery Outcomes

1.5 Support and promote community and tourism events and festivals

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

In kind and financial sponsorship assistance is provided by Council. Council's Tourism Officer attends meetings and provides assistance as required, particularly through the use of the Tumbaramba Visitor Information Centre as a point of contact for event enquiries, ticket sales and

event promotions. Other in-kind support includes works staff assisting at the event site and administrative support. This can result in staff requiring time in lieu for the time they spend assisting the event.

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

Costs and Benefits:

Costs include the above mentioned resource implications.

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

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk management is covered under the Tumbafest event management plan.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil - outside of the committee meetings at this time

Attachments

- 1 Minutes - Tumbafest Committee - 12 February 2020 (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 LOAN SELECTION - TUMBARUMBA CARAVAN PARK
Item 12.1 is confidential under the Local Government Act 1993 Section 10A 2 (d)ii as it relates to information that would, if disclosed, confer a commercial advantage on a competitor of the council and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 12.2 BATLOW CANNERY DEMOLITION PROJECT –
CONFIRMATION OF VARIATION INCURRED DUE TO BUSHFIRE
Item 12.2 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 12.3 RFT 2019/12 - TINTALDRA BRIDGE
Item 12.3 is confidential under the Local Government Act 1993 Section 10A 2 (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 12.4 RFT 2019/20 - SUPPLY OF PAVING FOR THE TUMUT CBD
PARKING AND AMENITY PROJECT
Item 12.4 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.