



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
20 AUGUST 2020**

THE MEETING WILL BE HELD AT 2.00PM
VID VIDEO LINK

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 Council's website;

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



Thursday 20 August 2020

Via Video Link

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

- Request for Leave of Absence from Cllr Bruce Wright for this meeting.

3. DECLARATIONS OF PECUNIARY INTEREST

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

4. PUBLIC FORUM

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14. MEETING CLOSURE



**SNOWY VALLEYS COUNCIL
LEAVE OF ABSENCE**

Chief Executive Officer
Snowy Valleys Council
76 Capper Street
TUMUT, NSW 2720

Dear Sir,

I wish to apply for leave of absence from the Council Meeting to be held on

Date: 20th August

I will be absent for the following reason/s:

..... TRAVELLING INTERSTATE REMOTE
..... AREAS
.....
.....

Yours faithfully


.....
(Councillor/Signature)

..... BRUCE WRIGHT
Print Name

5. CONFIRMATION OF MINUTES**5.1 Ordinary Meeting - 16 July 2020****Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 16 July 2020 be received and confirmed as an accurate record

5.2 Ordinary-Policy & Strategy Meeting - 30 July 2020**Recommendation:**

That the Minutes of the Ordinary-Policy & Strategy Council Meeting held on 30 July 2020 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD VIA VIDEO LINK ON THURSDAY
16 JULY 2020 COMMENCING AT 2.02pm**

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, Chief Financial Officer Susanne Andres, Acting Executive Chief of Staff Nadine Crowley 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 non-pecuniary interest in relation to report # 13.1 Riverglade Caravan Park Lease Extension due to being a personal friend of Peter Linnegar who has put in the proposal, will remain in the room during discussion and participate in voting.

4. PUBLIC FORUM

Nil.

5. CONFIRMATION OF MINUTES

M145/20 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 18 June 2020 be received.

Cr Cate Cross/Cr Bruce Wright

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

Nil.

6. CORRESPONDENCE/PETITIONS

Nil.

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil.

8. MAYORAL MINUTE

Nil

9. URGENT BUSINESS WITHOUT NOTICE**9.1 PUBLIC HEALTH COMMITTEE – COVID-19****M146/20 RESOLVED:**

A motion was moved and seconded that Snowy Valleys Council establish a small public health committee which focuses on rapid local responses to the COVID-19 pandemic.

Cr Geoff Pritchard/Cr James Hayes

CARRIED UNANIMOUSLY

9.2 PROPOSED TRANSGRID HUMELINK**M147/20 RESOLVED:**

A motion was moved and seconded that Council write to Transgrid and as a matter of urgency request that they present to Council on the options for the geographic location and further advice on the consultation process with the Snowy Valleys community.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10. GOVERNANCE AND FINANCIAL REPORTS**M148/20 RESOLVED** to move into Committee of the Whole.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

M149/20 RESOLVED to move out of Committee of the Whole.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

10.1 INTEGRATED PLANNING AND REPORTING SUITE - FOR ADOPTION

M150/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on Integrated Planning and Reporting Suite – For Adoption.
2. Following the public exhibition period, Council adopts the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per attached feedback submission summary:
 - Operational Plan 2020-21 with the following amendments included:
 - 1.2.2 to include “exceed”
 - 2.5.1 for the progress measure to be “a community committee formed”
 - 3.5.2 include in addition under action “in particular blackberry”
 - Revenue Policy 2020-21;
 - Fees and Charges 2020-21;
 - Operational Budget 2020-21;
 - Long-term Financial Plan 2020-30.
3. Respond to community members who made submissions advising of the Council Resolution.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

10.2 FEES FOR COUNCILLORS AND MAYOR 2020/21 FINANCIAL YEAR

M151/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on Fees for Councillors and Mayor 2020/21 Financial Year.
2. Note the Local Government Remuneration Tribunal’s determination that there will be no increase in mayoral and councillor fees for the 2020/21 financial year
3. Set the annual Councillor Fee for the period 1 July 2020 to 30 June 2021 at \$12,160 in accordance with the provisions of section 248 of the Local Government Act 1993 and

4. Set the annual Mayoral Fee for the period 1 July 2020 to 30 June 2021 at \$26,530 in accordance with the provisions of section 249 of the Local Government Act 1993.

Cr Cate Cross/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.3 MAKING OF THE 2020/21 RATES AND CHARGES

**M152/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Making of the 2020/21 Rates and Charges.
2. Approves the making of the rates and charges and make and levy the following Rates and Annual Charges for the year 1 July 2020 to 30 June 2021 pursuant to section 535 of the Act.
3. In accordance with section 494 of the Local Government Act 1993, Council hereby make the ordinary rates for the year 1 July 2020 to 30 June 2021 as follows:
 - a. An ad valorem rate on all rateable land within Former Tumut LGA categorised as FARMLAND in accordance with Section 515 of the Local Government Act 1993 of 0.36199 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the Local Government Act 1993.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Farmland Rate.

- b. An ad valorem rate on all rateable land within Former Tumut LGA categorised as RESIDENTIAL in accordance with Section 516 of the Local Government Act 1993 of 0.70191 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the Local Government Act 1993.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Residential Rate.

- c. An ad valorem rate on all rateable land within Former Tumut LGA sub -categorised as RURAL RESIDENTIAL in accordance with Section 516 of the Local Government Act 1993 of 0.64784 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the Local Government Act 1993.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Rural Residential Rate.

- d. An ad valorem rate on all rateable land within Former Tumut LGA categorised as BUSINESS in accordance with Section 518 of the Local Government Act 1993 of 1.18414 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the Local Government Act 1993.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Business Rate.

- e. An ad valorem rate on all rateable land within Former Tumut LGA sub - categorised as BUSINESS-INUNDATED in accordance with Section 518 of the Local Government Act 1993 of 0.63364 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the Local Government Act 1993.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Business Inundated Rate.

- f. An ordinary rate on all rateable land categorised as FARMLAND in accordance with Section 515 of the Local Government Act 1993 within Former Tumbarumba LGA compromising of a base amount of \$100.67 in accordance with Section 537 of the Local Government Act 1993 and estimated to realise 5% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3030 cents in the dollar.

In accordance with Section 543 (1) of the Local Government Act 1993 this ad valorem rate be named Ordinary Farmland Rate and base be named Farm Base.

- g. An ordinary rate on all rateable land categorised as RESIDENTIAL in accordance with Section 516 of the Local Government Act 1993 within Former Tumbarumba LGA compromising of a base amount of \$238.60 in accordance with Section 537 of the Local Government Act 1993 and estimated to realise 50% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.5247 cents in the dollar.

In accordance with Section 543 (1) of the Local Government Act 1993 this ad valorem rate be named Ordinary Residential Rate and base be named Residential Base.

- h. An ordinary rate on all rateable land sub-categorised as RURAL RESIDENTIAL in accordance with Section 516 of the Local Government Act 1993 within Former Tumbarumba LGA compromising of a base amount of \$261.24 in accordance with

Section 537 of the Local Government Act 1993 and estimated to realise 40% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3505 cents in the dollar.

In accordance with Section 543 (1) of the Local Government Act 1993 this ad valorem rate be named Ordinary Rural Residential Rate and base be named Rural Residential Base.

- i. An ad valorem rate on all rateable land categorised as BUSINESS in accordance with Section 518 of the Local Government Act 1993 within Former Tumbarumba LGA of 1.0889 cents in the dollar.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Business Rate.

- j. An ad valorem rate on all rateable land sub-categorised as BUSINESS RURAL CLUBS in accordance with Section 518 of the Local Government Act 1993 within Former Tumbarumba LGA of 0.4854 cents in the dollar.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Business Rural Clubs.

- k. An ad valorem rate on all rateable land sub-categorised as BUSINESS INUNDATED in accordance with Section 518 of the Local Government Act 1993 within Former Tumbarumba LGA of 0.6670 cents in the dollar.

In accordance with Section 543 (1) of the Local Government Act 1993 this rate be named Ordinary Business Inundated Rate.

4. Pursuant to sections 496 and 501 of the Local Government Act 1993, Council hereby make the following waste charges for the year 1 July 2020 to 30 June 2021:

- a. A domestic waste management annual charge of \$460.00 per annum be made for the provision of domestic waste removal services for each rateable parcel of land for which the service can be supplied and contains a dwelling, whether occupied or vacant.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named Domestic Waste Service.

- b. A business waste management annual charge of \$515.00 per annum be made for the provision of business waste and recycling waste removal services for each rateable parcel of land for which the service can be supplied and requested.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named Business Waste Service.

- c. A school waste management annual charge of \$460.00 per annum be made for the provision of business waste and recycling waste

removal services for each parcel of land for which the service can be supplied and requested.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named School Waste Service.

- d. A waste access management annual charge of \$55.00 per annum be made for each rateable parcel of land within the LGA, other than Brindabella and vacant farmland.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named Waste access charge and Waste access vacant land.

- e. A Special Recycling Only – Commercial charge of \$165.00 per annum be made for the provision of additional recycling waste removal services for which the service can be supplied and requested.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named Waste Commercial Recycling Only.

- f. A Special Recycling Only – Domestic charge of \$105.00 per annum be made for the provision of additional recycling waste removal services for which the service can be supplied and requested.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named Waste Domestic Recycling Only.

- g. A Waste only – Domestic charge of \$175.00 per annum be made for the provision of additional domestic waste removal services for which the service can be supplied and requested.

In accordance with Section 543 (3) of the Local Government Act 1993 this charge be named Domestic Waste Only.

5. In accordance with section 501 of the Local Government Act 1993, Council hereby make the following annual Liquid Trade Waste Charges for where the program exists:

Category 1 Charge	\$165.00
Category 2 Charge	\$350.00
Category 3 Charge	\$650.00

6. In accordance with section 496A of the Local Government Act 1993 and the LG Circular 05/69, Council levy an annual Stormwater Management Charge of \$25.00 for each residential property excluding vacant land in the Tumbarumba area and a maximum of \$75.00 for commercial properties excluding vacant land in the Tumbarumba area.
7. Council pursuant to section 501, 552 and 535 of the Local Government Act 1993, hereby make the following sewer charges for the year 1 July

2020 to 30 June 2021:

Residential access charge	\$730.00
Unoccupied Sewerage Charge	\$730.00
Commercial access charge - 20mm	\$515.00
Commercial access charge - 25mm	\$805.00
Commercial access charge - 32mm	\$1,320.00
Commercial access charge - 40mm	\$2,060.00
Commercial access charge - 50mm	\$3,220.00
Commercial access charge - 65mm	\$5,440.00
Commercial access charge - 80mm	\$8,240.00
Commercial access charge - 100mm	\$12,880.00
Sewer Access Charge – 50mm + 100mm	\$16,100.00

8. Council pursuant to section 501, 552 and 535 of the Local Government Act 1993, hereby make the following water charges for the year 1 July 2020 to 30 June 2021:

Water Access Charge – 20mm	\$144.00
Water Access Charge – 25mm	\$225.00
Water Access Charge – 32mm	\$370.00
Water Access Charge – 40mm	\$575.00
Water Access Charge – 50mm	\$900.00
Water Access Charge – 65mm	\$1520.00
Water Access Charge – 80mm	\$2,300.00
Water Access Charge – 100mm	\$3,600.00
Water Access Charge – 150mm	\$8,100.00
Unmetered Annual Charge	\$690.00
Raw Water Access Charge – 20mm	\$144.00
Raw Water Access Charge – 25mm	\$225.00
Raw Water Access Charge – 32mm	\$370.00
Raw Water Access Charge – 40mm	\$575.00
Raw Water Access Charge – 50mm	\$900.00
Raw Water Access Charge – 80mm	\$2,300.00
Raw Water Access Charge – 100mm	\$3,600.00

9. That the rates as made be levied for the 2020/21 year by service of a Rates and Charges Notice pursuant to section 546 of the Local Government Act 1993.
10. Adopts an interest of 0.0% on overdue rates and charges for period 1 July 2020 to 31 December 2020 and 7.0% from 1 January 2021 to 30 June 2021 as determined as the maximum interest rate in accordance with section 566 (3) of the Local Government Act 1993. Noting 0.0% for the first half of the year is in response to the financial impacts faced by the community as a result of the COVID-19 Pandemic.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

10.4 STATEMENT OF INVESTMENTS - JUNE 2020**M153/20 RESOLVED:
THAT COUNCIL:**

1. Receive the Statement of Investments as at 30 June 2020.

Cr Margaret Isselmann/Cr John Larter

CARRIED UNANIMOUSLY

**10.5 ENDORSEMENT OF THE COUNCIL COMMITTEES FRAMEWORK - FOR
PUBLIC EXHIBITION****M154/20 RESOLVED:
COUNCIL:**

1. Receive the report on Endorsement of the Council Committees Framework for Public Exhibition from the Executive Chief of Staff
2. Endorse the Council Committees Policy SVC-GOV-PO-109-01 for public exhibition for a minimum period of 56 days;
3. Endorse the Council Committees Operations Manual SVC-GOV-Gdl-028-01 for public exhibition for a minimum period of 56 days.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

11. MANAGEMENT REPORTS**11.1 ACKNOWLEDGEMENT - COUNCIL ASSISTANCE DURING FIRE
RESPONSE AND RECOVERY****M155/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the acknowledgement of council assistance provided during the 2019-2020 fire response and recovery.
2. Acknowledges the extraordinary effort by Snowy Valleys Council staff across the organisation in both the fire response, initial and ongoing recovery work.
3. Acknowledges both the assistance provided as detailed in Table 1 and the offers of assistance received from various councils as detailed in Table 2 during the fire event and the initial phase of recovery.
4. Send a letter of appreciation from the Mayor to those Councils who offered and/or provided support.

5. Delegates to the Chief Executive Officer the coordination of any other recognition that Council deems appropriate.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY

11.2 TALBINGO CYCLING TRACKS - LICENSE AGREEMENT WITH SNOWY HYDRO

M156/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on Talbingo Cycling Tracks – License Agreement with Snowy Hydro from the Executive Director Community and Corporate
2. Determine to enter into a Licence Agreement with Snowy Hydro in respect of
 - A. the land owned by Snow Hydro upon which a “Cycling Skills Track” has been constructed
 - B. the land owned by Snowy Hydro upon which it is proposed to construct a Foreshore Cycle Trail
3. Authorise the CEO to sign and execute the Licence Agreement in respect of the subject land
4. Authorise Council Officers to develop and execute a Memorandum of Understanding with the Talbingo MTB Club Inc. setting out the roles and responsibilities of Council and the Club in respect of the ongoing operations associated with the subject cycling facilities.

Cr Cate Cross/Cr Bruce Wright

CARRIED UNANIMOUSLY

11.3 REGIONAL TRAIL MASTERPLAN

M157/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on Regional Trail Masterplan from Executive Director Community & Corporate.
2. Note the report on Regional Trail Masterplan and include the white water park and bridle trails.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

12. MINUTES OF COMMITTEE MEETINGS**12.1 MINUTES – RRL ADVISORY COMMITTEE MEETING – APRIL 2020**

M158/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Riverina Regional Library Advisory Committee Meeting Minutes April 2020
2. Note the Minutes of the Riverina Regional Library Advisory Committee Meeting held on 22 April 2020.

Cr Cate Cross/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

L.1 STREETLIGHT LED REPLACEMENT

M159/20 RESOLVED:
THAT COUNCIL:

1. Receive this report on the streetlight LED upgrade from the Executive Director Infrastructure
2. Approve proceeding with the upgrade of streetlights across the Local Government Area to light-emitting diodes
3. Approve the loan funded up-front option for the upgrade of the street lights and associated budget variations as detailed in the financial implications section of this report
4. Utilise a commercial loan arrangement to fund the upfront investment and amortise the loan from the resulting operational savings depending on best value loan offers at time of taking out the loan
5. Delegate authority to the Chief Executive Officer or his delegate to execute any necessary agreements with Essential Energy for the upgrade of the streetlights
6. Delegate authority to the Chief Executive Officer or his delegate to upgrade the streetlights managed directly by Council through the relevant maintenance agreements
7. Receive a further report on the loan arrangements for the upfront funding of the street light upgrades
8. Mandate the use of LED street lighting for all greenfield developments

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

13. CONFIDENTIAL**M160/20 RESOLVED:**

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

Riverglade Caravan Park Lease extension

Item is confidential under the Local Government Act 1993 Section 10A 2 (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Cr Bruce Wright/Cr Cor Smit

CARRIED UNANIMOUSLY

At this stage, the time being 3.08pm Council went into Confidential.

13.1 RIVERGLADE CARAVAN PARK LEASE EXTENSION**M161/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Riverglade Caravan Park Lease Extension
2. Determine to grant a lease extension to the current lessee for a period of three years from the expiration date of the current lease
3. Put the leasehold to the market through an Expression of Interest process twelve months prior to the expiration of the proposed lease extension
4. Authorise the CEO to sign the lease extension

Cr Bruce Wright/Cr Cor Smit

CARRIED UNANIMOUSLY

M162/20 RESOLVED to come out of Confidential session.

Cr Margaret Isselmann/Cr Cate Cross

There being no further business to discuss, the meeting closed at 3.28pm.

**THE MINUTES OF THE COUNCIL MEETING HELD VIA VIDEO LINK ON THURSDAY
30 JULY 2020 COMMENCING AT 2.02pm**

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

Leave of Absence requests were received from Cr John Larter, Cr Andrianna Benjamin and Cr Margaret Isselmann, for the 30 July 2020 Ordinary (Policy and Strategy) meeting.

OPS7/20 RESOLVED:

That the requests for Leave of Absence received from Cr John Larter, Cr Andrianna Benjamin and Cr Margaret Isselmann for the 30 July 2020 Ordinary (Policy and Strategy) meeting be received and granted.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Nil.

4. PUBLIC FORUM

Nil.

5. CONFIRMATION OF MINUTES

Nil.

6. URGENT BUSINESS WITHOUT NOTICE

OPS8/20 RESOLVED to move into Committee of the Whole.

Cr Julia Ham/Cr Julia Cross

CARRIED UNANIMOUSLY

OPS9/20 RESOLVED to move out of Committee of the Whole.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

6.1 COVID-19

OPS10/20 RESOLVED:

THAT COUNCIL:

1. Endorse the Snowy Valleys community being vigilant to protect our community through supporting the NSW Health messaging to assist in the management of the Coronavirus:
 - Social Distance
 - Good Hand Hygiene
 - If you feel unwell stay home, get tested and isolate at home until negative result received
 - If you are a business then ensure your COVID safe plan is active
2. Recommend to the Snowy Valleys Community:
 - Stay informed
 - Limit travel outside the LGA and non-essential visitation from outside the LGA
 - Limit social gatherings
 - Ensure physical distancing when greeting other people
 - Reduce frequency of essential activities in the community
 - Be aware and avoid current hotspots
 - Wear a mask if you can't social distance
 - Ensure high touch surfaces are regularly cleaned
 - Use hand sanitizers regular when in public spaces and avoid touching your face
 - All businesses should have hand sanitisers available for their customers
 - Use protective gloves when touching high use public facilities
 - Wear mask when preparing and serving food in public spaces
3. Encourage the community to work in partnership with government agencies and businesses that are working to assist us with meeting the Public Health Order Requirements.

Cr Geoff Pritchard/Cr Cate Cross

CARRIED UNANIMOUSLY

7. GOVERNANCE AND FINANCIAL REPORTS

7.1 DRAFT BORROWING POLICY - FOR PUBLIC EXHIBITION

OPS11/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on the DRAFT Borrowing Policy.
2. Endorse the DRAFT Borrowing Policy SVC-FIN-PO-106-01 and in accordance with the Local Government Act 1993, s160, place the DRAFT Borrowing Policy on public exhibition for a period of no less than 28 days.
3. Note that if submissions are received during the public 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.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

8. MANAGEMENT REPORTS

8.1 DRAFT LIQUID TRADE WASTE POLICY - FOR PUBLIC EXHIBITION

OPS12/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on the Draft Liquid Trade Waste Policy (SVC-HB-PO-035-01) from the Executive Director Infrastructure.
2. Approve the Draft Liquid Trade Waste Policy SVC-HB-PO-035-01 for Public Exhibition for a period of no less than 28 days, including amendments (if any) as requested at this meeting
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 draft Liquid Trade Waste Policy as presented, including amendments (if any), if there are no submissions or changes required.

Cr Cate Cross/Cr Bruce Wright

CARRIED UNANIMOUSLY

8.2 DRAFT WATER AND WASTEWATER CHARGING POLICY - FOR PUBLIC EXHIBITION**OPS13/20 RESOLVED:
THAT COUNCIL:**

1. Receive this report on the Draft Water and Wastewater Charging Policy from the Executive Director Infrastructure
2. Place the DRAFT Water and Wastewater Charging Policy SVC-ENG-PO-105-01 on public exhibition for a period of no less than 28 days, including amendments (if any) as requested at this meeting
3. Following the required public consultation period, a further report shall be presented outlining the public submissions and any amendments to the policy
4. Adopt the Draft Water and Wastewater Charging Policy as presented, including amendments (if any), if no submissions are received during the exhibition period

Cr Bruce Wright/Cr Cate Cross

CARRIED UNANIMOUSLY**8.3 DRAFT STOCK GRIDS AND GATES POLICY - FOR PUBLIC EXHIBITION****OPS14/20 RESOLVED:
THAT COUNCIL:**

1. Receive this report on the Draft Stock Grids and Gates Policy (SVC-ENG-PO-012-01) from the Executive Director Infrastructure
2. Approve the Draft Stock Grids and Gates 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 Stock Grids and Gates Policy (SVC-ENG-PO-012-01) if no submissions are received on the day after the completion of the public exhibition

Cr Julia Ham/Cr Geoff Pritchard

CARRIED UNANIMOUSLY**8.4 DRAFT STREET ACTIVITY POLICY - FOR PUBLIC EXHIBITION****OPS15/20 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Draft Street Activity Policy for Public Exhibition from Executive Director Community & Corporate.

2. Note the submissions received from the community as part of the consultation process for informing the list of road names included in the Draft Street Activity Policy
3. Approve the Draft Street Activity for Public Exhibition for a period of no less than 28 days
4. Note if submissions are received during the exhibition period, a further report will be provided to Council on the submissions and any proposed amendments to the policy
5. Adopt the Draft Street Activity (SVC-COR-PO-031-01) if no submissions are received on the day after the completion of the public exhibition

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

8.5 CEMETERIES POLICY - FOR ADOPTION

OPS16/20 RESOLVED:
THAT COUNCIL:

1. Receive this report on the Cemeteries Policy – feedback from public and internal exhibition
2. Note the three submissions received for the Draft Cemeteries Policy
3. Adopt the Cemeteries Policy - SVC-COR-PO-014-01 with changes
4. Write to the submitters, thanking them for their input and advising them of the outcome to their submission

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

8.6 ALCOHOL FREE ZONES POLICY - FOR ADOPTION

OPS17/20 RESOLVED:
THAT COUNCIL:

1. Receive the report on Adoption of Draft Alcohol Free Zone Policy
2. Adopt the Alcohol Free Zones Policy SVC-HB-PO-080-01

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

9. CONFIDENTIAL

Nil.

There being no further business to discuss, the meeting closed at 2.27pm.

8. MAYOR MINUTE**8.1 LOCAL GOVERNMENT SEAT ON NATIONAL CABINET**

REPORT AUTHOR: MAYOR JAMES HAYES
RESPONSIBLE DIRECTOR: MAYOR JAMES HAYES

Purpose

The May decision to omit local government representation from the National Cabinet has sparked real concern right across Australia.

The drought, bushfires, floods and COVID-19 pandemic of recent months have all proved conclusively that local government – the closest level of government to the community – is critical in delivering local services and infrastructure at a grassroots level.

We need a seat at the table and a voice in discussions, not only to flag the impact of federal policies on local governments and communities, but to help shape our nation's future.

The Australian Local Government Association (ALGA) brings together the leaders of all state and territory local government associations, and as a foundation member of COAG has worked constructively in that forum for many years to represent you on issues of national significance.

This is particularly important now that COAG meetings have been reduced to one per year, with the vast majority of decision-making referred to the National Cabinet.

LGNSW and the ALGA Board are advocating strongly for the inclusion of a local government representative in the National Cabinet: a representative whose first and foremost consideration is the impact of decisions on councils and the communities they represent.

All three tiers of government must work together to drive a locally-led recovery right across Australia.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Agrees to send a letter to the Premier and to Kristy McBain MP as the Federal Member for Eden-Monaro and to Dr Joe McGirr MP as the State member for Wagga Wagga which highlights the critical necessity for Local Government representation on the newly formed National Cabinet and seeks their assistance in requesting that First Ministers review the decision to exclude Local Government.**
- 2. Seeks a meeting with our local Federal and State Members to discuss in more detail the importance of having local government representation on National Cabinet and the value of partnerships with Councils in achieving the objectives of the National Cabinet and the national reform agenda.**
- 3. Notes that the Australian Local Government Association (ALGA), Local Government NSW and other state/territory local government associations will continue to advocate for local government representation on the National Cabinet and for Local Government's interests in all relevant forums.**

REPORT:

On 13 March 2020, as the Coronavirus pandemic took hold around the world, the Council of Australian Governments (COAG) met in Sydney to discuss a range of issues of national importance. At that meeting First Ministers (the Prime Minister, Premiers and Chief Ministers)

agreed to establish a National Cabinet to meet at least weekly to address the country's response to the Coronavirus. The focus was primarily on the health and wellbeing of Australians and managing the health response. Over time National Cabinet has broadened its agenda to include a focus on managing Coronavirus impacts across Australia. There was no Local Government representation on National Cabinet when it was established on the basis that its focus was on health.

On 29 May 2020, First Ministers, through the Prime Minister, announced the continuation of National Cabinet, which they considered to be a much more effective body than COAG for taking decisions in the national interest. Local Government was not given a seat at the National Cabinet table. However, ALGA as the national representative body of Local Government, was given a seat on the National Federation Reform Council (NFRC). The NFRC will meet once a year to focus on priority national federation issues such as Closing the Gap and Women's Safety. In addition to ALGA, the NFRC is comprised of the National Cabinet and the Council of Federal Financial Relations – Federal and State/Territory Treasurers.

The President of ALGA had been a member of COAG since it was convened by Prime Minister Keating in 1992. Local Government was included because all parties recognised that Australia has three levels of government and that the Government with the most impact on people's daily lives in terms of the provision of local services and infrastructure is Local Government.

Decisions about how our Federation works and how it can be improved or reformed require all three levels of government working together to align their policies and programs. Australians expect the decisions of government affecting them to reflect their grass roots views and to be implemented at the local level as well as the state and national level. This was the case with the development and implementation of the National Competition Policy in the 1990s which included reform at the local government level as well as the National and State levels in areas such as water supply and infrastructure provision through procurement.

National Cabinet, and the Commonwealth Government in particular, are looking towards pro-growth policies to lift investment and get Australians back to work. With a focus on jobs growth they are seeking ways to enable parts of the economy to grow. Local Governments are willing and necessary partners in developing and implementing reform. Reform involving the streamlining of legislation and regulation requires all the levels of government which are involved in regulation working together to achieve the benefits of reform for everyone without imposing costs or burdens on local communities. Getting it right on the ground is Local Government's area of strength.

Councils facilitate, establish, and grow local businesses and economies. Economic development has always been at the core of every successful council. Councils support economic growth through regional development policies and initiatives, strategic and land use planning, targeted investment attraction, prioritisation of local procurement, and focusing their annual investment on infrastructure that serves the community and business alike. Many councils also provide business networking opportunities, business training, mentoring, and incubator facilities and employment hubs. It is Local Government that is best placed to drive locally-led recovery.

The challenge facing National Cabinet over the coming months is unlike any which has faced Australian governments in recent times and it will require the concerted, coordinated and complementary efforts of all three levels of government to rebuild consumer confidence, support business and recreate millions of jobs.

Australians expect their three levels of government to be working together, and to see evidence of that. Including Local Government in National Cabinet would demonstrate a strong unity of purpose and a combined commitment to promote and implement National Cabinet decisions across the broadest implementation platform available to government.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.1 LGNSW ANNUAL CONFERENCE - NOVEMBER 2020**

REPORT AUTHOR: EXECUTIVE CHIEF OF STAFF
RESPONSIBLE DIRECTOR: CHIEF EXECUTIVE OFFICER

EXECUTIVE SUMMARY:

The Local Government NSW (LGNSW) Annual conference is the annual policy-making event for all NSW councils and LGNSW associate members. It is the leading networking event of the local government year where councillors come together to share ideas and debate issues that shape the local government sector.

This year Cessnock City Council will co-host the conference. It is unknown at this stage how the current COVID pandemic and associated public health orders that limit movement and gatherings in the state will impact on the event.

The conference is scheduled for the 22 – 24 November 2020 at the Hunter Valley. This report seeks to authorise the attendance of those Councillors who have nominated to attend.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on LGNSW Annual Conference – October 2020 from Executive Chief of Staff.**
- 2. Consider attendance at the LGNSW Conference being held 22-24 November 2020 at the Hunter Valley or virtually, should that be an option in the current COVID environment.**
- 3. Bring forward any proposed motions to the LGNSW Conference for consideration to the Chief Executive Officer before Thursday 3 September for inclusion in a report to the 17th September 2020 Council Meeting for review and adoption, ensuring that they also meet the deadline of 28 September for assessment by LGNSW.**
- 4. Approve the attendance of Cllr James Hayes, Cllr John Larter, Cllr Cor Smit, Cllr Julia Ham and Cllr Cate Cross at the LGNSW Conference.**
- 5. Nominate two (2) voting delegates for voting on motions during the formal business sessions being Cllr James Hayes and Cllr John Larter and that these Councillors be authorised to delegate their vote to another Snowy Valleys Council Councillor at their discretion during the meeting.**

BACKGROUND:

The Local Government NSW Annual Conference provides an opportunity for Councillors to meet, discuss and debate issues facing local government, and develop agreed positions which can inform the development of future NSW Local Government policies.

REPORT:**Attendance**

Attendance at the Local Government NSW Annual Conference provides an opportunity to network with Local Government colleagues and for Councillors in attendance to receive briefings on sector issues to inform decisions that constitute good governance for its community.

Attendance also provides the opportunity for Council and senior management to discuss advocacy priorities for the year ahead with various members of parliament.

The early bird registration rate will be \$840 and applies if registration is received and payment made by 25 September 2020. Dinner is not included in the overall registration cost this year and is an optional added cost of \$132.

The draft program is attached for Councillors information.

Voting delegates

Financial members of LGNSW must nominate the names of their voting delegates for voting on motions.

The number of voting delegates that Snowy Valleys Council is entitled to send is two (2). Voting delegates must be an elected member of council in accordance with the *Local Government Act 1993*.

This report recommends that should attendance be approved, the voting delegates be the Mayor and Deputy Mayor.

Motions

The conference presents an opportunity for LGNSW members to put forward motions to be considered at the Conference.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

To allow printing and distribution of the Business Papers before the Conference, members are asked to submit their motions by 12 midnight (AEST) on Monday 28 September 2020 to allow for the review and assessment of motions and the timely distribution of the Business Paper before the Conference.

Councillors are asked to bring forward any proposed motions to the Chief Executive Officer (CEO) before Thursday 3 September 2020 so that they can be included in a future report to the September Ordinary Council meeting for adoption.

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

Theme 4: Communication & Engagement

Delivery Outcomes

4.6 Council builds strong relationships with other organisations to advocate for our communities

Operational Actions

4.6.2 Undertake advocacy initiatives in accordance with the priorities as adopted in the Advocacy plan

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Council has a budget to enable Councillors to attend conferences and to meet associated costs.

Costs and Benefits:

Conference costs per delegate if it is to proceed in person:

Member Early Bird Registration	\$840 (inc. GST)
Conference dinner	\$132 (inc. GST)
Accommodation (2 nights @ \$250* each)	\$ 500
Total Cost per Delegate	\$ 1472

*indicative rate on the assumption that delegates are able to take advantage of the conference rate at the venue

All Councillors nominating to attend the conference have sufficient budget to cover the expenses associated with attendance:

Councillor	Actuals	Budget	Balance
Mayor James Hayes	0	\$6,500	\$6,500
Dep. Mayor John Larter	0	\$5,000	\$5,000
Clr. Cate Cross	0	\$4,000	\$4,000
Clr. Cor Smit	0	\$4,000	\$4,000
Clr. Julia Ham	0	\$4,000	\$4,000

Policy, Legal and Statutory Implications:

Councillors who attend have an opportunity to influence state policy that impacts on local government.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Consideration must be given to the public health orders issued by the NSW Government and public health advice from NSW Health in relation to the current COVID pandemic when requesting travel or attendance at in person events and gatherings.

Should an online or virtual option be available, it is recommended that Councillors consider this option in preference to travel and attendance in person.

OPTIONS:

Council can choose not to endorse attendance in person at this years LGNSW Conference.

Council can choose not to approve attendance of all nominated Councillors.

Council can nominate two different voting delegates that are not the Mayor or Deputy Mayor.

Council can elect not to put forward any motions for consideration at the Conference this year.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

All Councillors have been invited to express their interest in attending this conference. Councillors Hayes, Larter, Smit, Ham and Cross have confirmed they can attend.

Attachments

- 1 LGNSW Annual Conference Motions Submission Guide (under separate cover) [⇒](#)
- 2 LGNSW Annual Conference 2020 Draft Program (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.2 2019-2020 OPERATIONAL PLAN FOURTH QUARTER UPDATE**

REPORT AUTHOR: EXECUTIVE CHIEF OF STAFF
RESPONSIBLE DIRECTOR: CHIEF EXECUTIVE OFFICER

EXECUTIVE SUMMARY:

Council's Operational Plan is prepared annually and supports the Delivery Program (2018-2021). The Operational Plan articulates the detail of the Delivery Program by capturing those individual projects and activities that will be undertaken for the year to achieve the commitments made in the Delivery Program.

Council is required under the *Local Government Act 1993* (the Act) s.404(5) to provide a report that details progress every six months in addition to the Annual Report which is due in November of each year.

This progress report demonstrates achievements for the period ending 30 June 2020, noting in particular the impact of bushfires and the COVID19 pandemic on Council's ability to progress and complete some actions in the current Operational Plan.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Operational Plan Fourth Quarter Update as at 30 June 2020 from the Executive Chief of Staff.**
- 2. Acknowledges the impact of bushfire and COVID19 on the Operational Plan delivery for the current year 2019-2020 and the high completion rate of actions for this quarter and financial year**

BACKGROUND:

The fourth quarter Operational Plan update provides Council with the opportunity to report to the community and government stakeholders on its specific progress and accomplishments on the Operational actions over the past 12 months against those objectives contained in the Delivery Program.

REPORT:

The fourth quarter update for the 2019-2020 Operational Plan outlines Council's achievements in its delivery of the Operational Plan actions and initiatives for the period ending 30 June 2020 and has been prepared in accordance with the Local Government Act, The Local Government (General) Regulation and the Office of Local Government's Integrated Planning and reporting Guidelines.

The 2019-2020 Operational Plan contains 111 actions and initiatives that detail the delivery of Council's services to the community over the year.

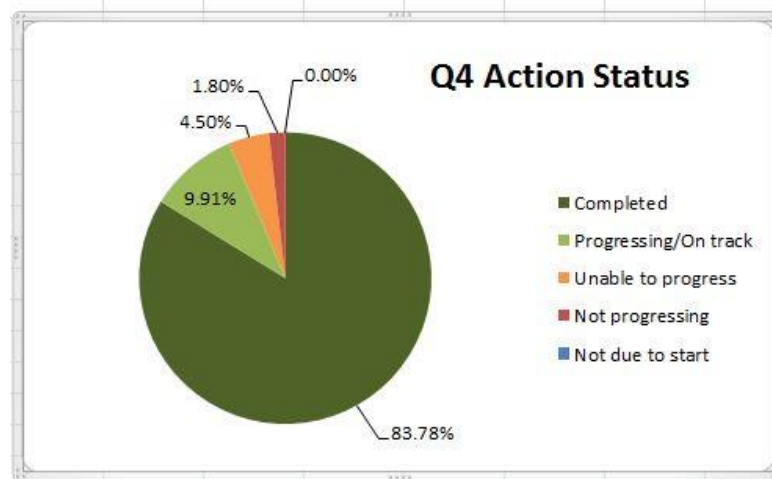
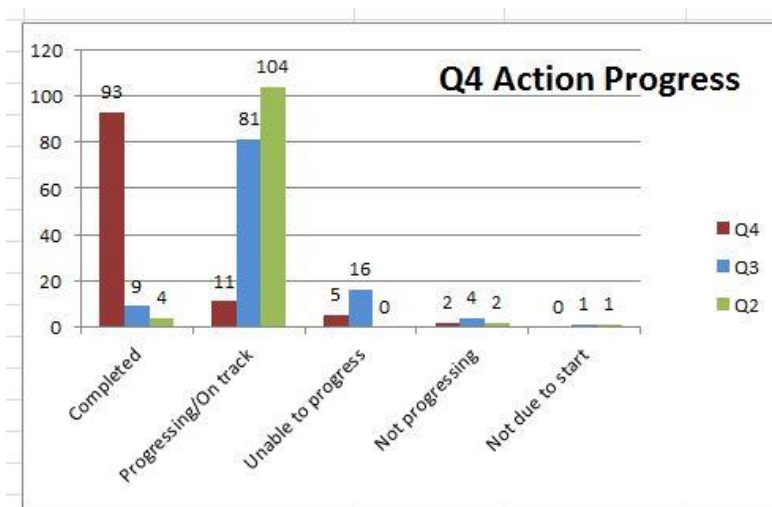
During the reporting period, Council provided significant resources to the emergency response (combat and emergency management support activities) and recovery work for the Dunns Road and Green Valley bushfires. This has resulted in Council resources being diverted from business as usual and the delivery of specific actions within the Operational Plan, impacting on the services Council provides to the community.

The Australian and NSW Government response to the escalation of the COVID19 pandemic also impacted in this reporting period, with the introduction of social distancing measures and public health orders affecting work scheduled to be delivered right across the organisation but particularly in the areas of economic and community development.

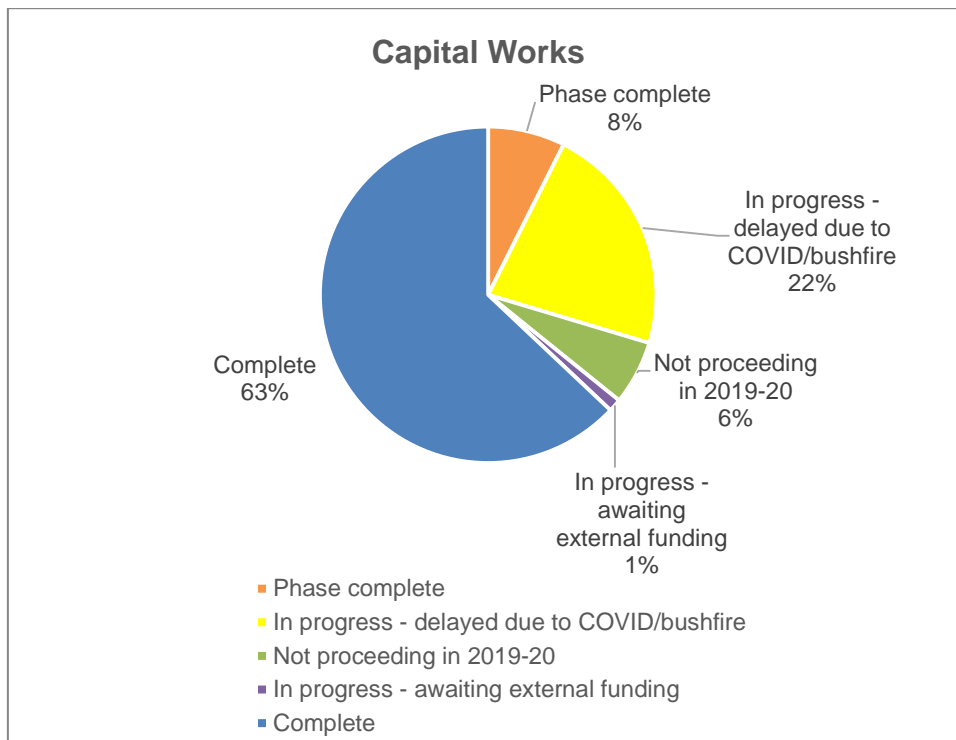
The direct and indirect impact of the fires and COVID19 on our communities, industry, businesses and tourism, along with community infrastructure has implications for a number of key initiatives and actions in the 2019-2020 Operational Plan, and is reflected in this report.

In some cases, initiatives and actions were unable to be progressed any further, and in others, initiatives, projects and actions have been refocused or re-scoped to suit the COVID operating environment and experienced a delay, causing them to remain in progress at 30 June 2020.

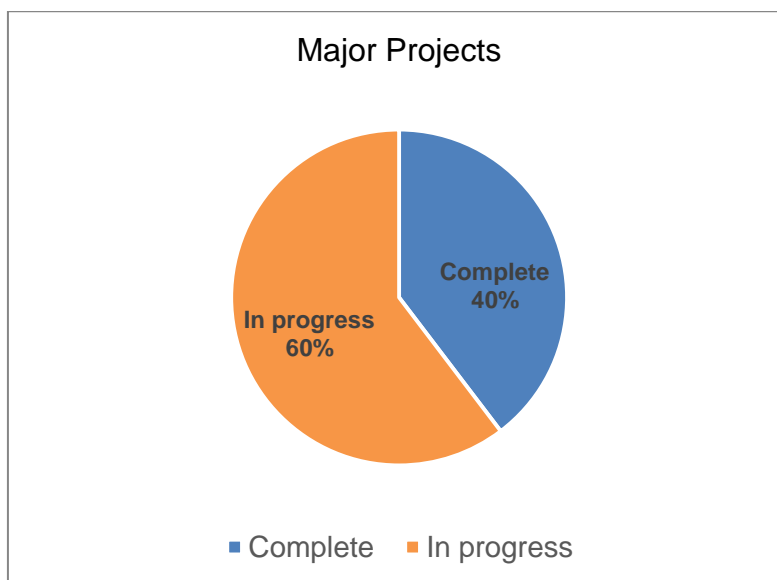
As a result for year, 104 out of the 111 actions are complete or in progress, and 7 actions are either not progressing or are unable to progress due to fire or COVID19 implications.



71% of the \$8.4M Capital Works program has been successfully delivered. 18 projects were impacted by the public health orders on travel and movement restrictions and were delayed due to the contractors and suppliers booked to deliver specialist services within the Capital Works Program no longer able to travel to site. These projects will be delivered during 2020-21.



The multi-year, \$19.3M Major Project Program required Council to deliver projects at a scale not seen before in our region. Significant progress was made across the 58 major projects during 2019-20, however the bushfires and COVID-19 did impact on delivery progress in the second half of the financial year. As a result 23 projects are complete, and 35 are in progress.



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

4.2.1 Deliver proactive, deliberate and sustained communication to the community about Council's services, projects and events across digital communication channels

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate services are provided to the community and transparent reporting provides confidence in Council's ability to deliver on the community's priorities.	Some projects and initiatives have not been able to be delivered as originally intended due to the impact of Bushfire and COVID19 and therefore may provide a source of disappointment for the community
Environmental	Reporting on the provision of services that improve environmental outcomes within Council's area of influence	Nil
Economic	The annual Operational Plan report assists in improving community and investor confidence in the region through demonstration of gradual improvement in delivery and of key economic initiatives	Nil
Governance	This report is required to demonstrate to the community and government the appropriateness and transparency of Council's decision making processes	Transparency and accuracy of reporting may be a source of community criticism

Financial and Resources Implications

The activities and initiatives contained in the Operational Plan are funded in the corresponding Operational Annual Budget.

Policy, Legal and Statutory Implications:

Local Government Act 1993 Act s404 (5).

Report on progress with respect to the principal activities detailed in the Delivery Program.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

No options are considered necessary as 6 monthly operational plan/delivery program update reporting is a requirement under the Local Government Act 1993.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Consultation**

Relevant information regarding the progress of Operational Plan actions has been collated from the SVC Management Group and key responsible officers.

External Consultation

The half yearly Operational Plan update, once endorsed by council, will be made available to the community through the website and to the Office of Local Government.

Attachments

- 1 2019-2020 Operational Plan Action Status - Q4 (under separate cover) [↔](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.3 DISBANDING OF COUNCIL COMMITTEES**

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

EXECUTIVE SUMMARY:

In alignment with the development and implementation of the Council Committees framework, a full review of Council Committees is being undertaken. This report is to recommend that two Council Committees be removed from the 'List of Committees' as the committees were never established. In addition, four committees have been identified as inactive and therefore should be dissolved.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Disbanding of Council Committees.**
2. **Remove the Economic Development Committee from the master 'List of Committees' as the committee was never established.**
3. **Remove the Snowy Valley Tourism Committee from the master 'List of Committees' as the committee was never established.**
4. **Remove the Planning Reform Committee from the master 'List of Committees' as the committee was never established.**
5. **Dissolve the Adelong Falls Gold Mill Ruins Committee and remove from the master 'List of Committees' as the committee is no longer active.**
6. **Dissolve the Tumut Region Sports Committee and remove from the master 'List of Committees' as the committee is no longer active.**
7. **Dissolve the Tumbarumba Airfield Committee and remove from the master 'List of Committees' as the committee is no longer active.**
8. **Acknowledge the contribution made by the past members of the above listed Committees.**

BACKGROUND:

In January 2018, a number of risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work has been undertaken to develop a framework for the future management of Council Committees including both Advisory Committees and Community Committees.

In July 2020, the Council endorsed the Council Committee Policy and Operational Manual to be placed on public exhibition. As part of the development and implementation of the Council Committees framework, a review of all committees is currently being undertaken. During the review, a number of committees have been determined to be inactive and are therefore recommended to be dissolved, or have never been progressed to establishment, whereby they are recommended to be removed from the master list of council committees.

REPORT:**Adelong Falls Gold Mill Ruins Committee**

The Adelong Falls Gold Mill Ruins Committee has not met or provided reports to Council for a number of years. It is recommended that this committee be dissolved and removed from the master 'List of Committees'.

The most recent Terms of Reference (TofR) for this committee was adopted on 23 April 2013 (resolution number 189). The committee was formed to be an advisory committee to the Council and had no delegation of power, functions or duties of the Council. The TofR outlined the purpose of the Committee as:

- *Provide appropriate advice and recommendations on matters relevant to Adelong Falls Gold Mill Ruins in the Shire*
- *Assist Council in implementing the Adelong Falls Gold Mill Ruins Plan of Management*
- *Provide a forum for discussion of issues relating to conservation and management of Adelong Falls Gold Mill Ruins*

Economic Development Committee

The Economic Development Committee has appeared on the Council Committee list for a number of years. However, there was never an adopted Terms of Reference, nor any Committee meetings that the Council is currently aware of. It is recommended that this committee be removed from the master 'List of Committees'.

It should be noted that Councils Economic Development Team are establishing an Economic Development focus group for the purpose of sharing ideas as well as identifying opportunities and priority projects.

Planning Reform Committee

The Planning Reform Committee has appeared on the Council Committee list for a number of years. However, there has never been an adopted Terms of Reference, nor any committee meetings that the Council is currently aware of. It is recommended that this committee be removed from the 'List of Committees'.

With the adoption of the Snowy Valleys Local Strategic Planning Statement a comprehensive program of Strategic Planning Projects has been established. Progress on the implementation of this program will be reported to Council on a regular basis.

Snowy Valleys Tourism Committee

There was a recommendation of Council in November 2016 that all tourism committees were to be brought together into one committee once the Destination Management Plan was complete. Other Committees identified to be merged into the Snowy Valleys Tourism Committee included the Tumbarumba based Tourism Advisory Committee and the Kosciuszko Alpine Way Steering Group.

During the period of administration, the Local Representative Committee (LRC) Tourism Sub-Committee was established, however, on the 14 June 2017 they voted to disband the sub-committee.

An adopted Terms of Reference was never established nor any committee meetings held. It is recommended that this committee be removed from the 'List of Committees'.

Note also that Tourism will be incorporated into the considerations of the previously mentioned Economic Development focus group.

Tumut Region Sports Committee

The Tumut Region Sports Committee was established as an advisory committee to Council. In the past the committee provided advice and recommendations on matters relevant to sport and recreation in the Tumut Region. The Committee also made recommendations on the allocation of Snowy Valleys Sports Capital Project Grants and Athletes Assistance Program.

At present, the Coordinator Open Spaces and Facilities is responsible for Council sport and recreation facilities and the committee is only meeting once per year to determine the sports grants. In future it is recommended that the grants process be managed consistently with the Community Strengthening Grants where a panel is formed to assess the applications before making recommendations to Council. The Athletes Assistance Program will be captured under the Donations Policy. It is recommended that this committee be dissolved and removed from the 'List of Committees'.

The Tumut Region Sports Committee Terms of Reference SVC-TofR-010-01 was adopted by Council on 28 June 2018. The TofR outlined the Committees purpose as:

- *Provide appropriate advice and recommendations on matters relevant to sport and recreation in the Tumut Region;*
- *Provide a forum for discussion of sport and recreation issues*
- *To advise Council on the level of service preferred regarding the maintenance of sporting facilities;*
- *To recommend to Council the allocation of Snowy Valleys Council's Sports Capital Projects Grant and Athletes Assistance program*
- *To assist new or struggling clubs to survive and grow if deemed appropriate*
- *To promote sport and recreation in our Tumut Region*

Tumbarumba Airfield Committee

The Tumbarumba Airfield Committee was established pre 2001 to assist with the operation of the Tumbarumba Authorised Landing Area. The committee has been in existence at different capacities during the past 20 years. At present, the committee has not been operating for a number of years and there have been no reports to Council during that time. The Tumbarumba Airfield is currently managed by Councils Manager Technical Services and no longer requires an airfield committee. It is recommended that this committee be dissolved and removed from the master 'List of Committees'.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.6 Council builds strong relationships with other organisations to advocate for our communities

Operational Actions

4.6.1 Provide governance and risk support to volunteers and section 355 committees

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring Council provides adequate services to the community.	Nil

	Positive	Negative
Environmental	Nil	Nil
Economic	Ensure Council officials time is not being wasted on managing Council Committees that are no longer active.	Nil
Governance	Office of Local Government has requested all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.	Nil

Financial and Resources Implications

There are efficiency gains in staff resources when the Council reduces the number of committees to be managed.

Costs and Benefits:

The committee review that is currently being undertaken in alignment with the implementation of the new committee framework, ensures efficiencies in committee management. There are no costs associated with the dissolution of these committees.

Policy, Legal and Statutory Implications:

Local Government Act NSW 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is no risk to Council with the dissolution of these committees. If the need for a committee arises, then a new committee can be established with a new Terms of Reference and be adopted by Council accordingly.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

For each of the above mentioned committees, community engagement was not required as the committees were no longer or had never been active. Each committee has a staff delegate appointed. The staff delegate was consulted and approved of the recommendation to dissolve each of the committees.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.4 DRAFT PRIVACY MANAGEMENT PLAN - FOR PUBLIC EXHIBITION**

REPORT AUTHOR: GOVERNANCE OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF

EXECUTIVE SUMMARY:

This report seeks the approval of Council to place the Snowy Valleys Draft Privacy Management Plan and associated documents on public exhibition for a period not less than 28 days, consistent with the requirements of Council's Community Engagement Strategy and Policy.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Snowy Valleys Draft Privacy Management Plan from the Executive Chief of Staff**
- 2. Approve the Draft Privacy Management Plan for public exhibition for a period of no less than 28 days.**
- 3. Note if submissions are received during the public exhibition period, a further report will be provided to Council on the submissions received and any proposed amendments to the plan.**
- 4. Adopt the Privacy Management Plan if no submissions are received on the day after the completion of the public exhibition period and place the plan on Council's website.**

BACKGROUND:

Legislation states that every NSW public sector agency (Council) that is bound by the Privacy and Personal Information Protection Act 1998 (PPIP Act) must prepare and implement a Privacy Management Plan (PMP), under section 33 of the Act.

REPORT:

In NSW, the Privacy and Personal Information Protection Act 1998 (PPIPA) and the Health Records and Information Privacy Act 2002 (HRIP) continue to provide the overarching framework for NSW Councils on collecting, storing, using / disclosing and destruction of Personal and Health Information.

Under Section 33 of the PPIPA NSW Councils are required to have a Privacy Management Plan that explains:

- Council's policies and practices for complying with the PPIP Act and the Health Records and Information Privacy Act 2002 (HRIP Act)
- how Council will make its staff aware of these policies and practices
- Council's procedures for dealing with privacy internal reviews under Part 5 of the PPIP Act
- other relevant matters relating to the protection of the personal and health information that the agency holds (section 33 of the PPIP Act).

The purpose of having a Privacy Management Plan is to:

- ensure Council has identified how the requirements of the PPIP Act and the HRIP Act apply to the personal and health information that it manages

- explain Council's functions and activities and the main types of personal or health information that Council deals with to carry out those functions and activities
- to explain Council's strategies to be compliant with the PPIP Act and HRIP Act
- provide staff with the necessary knowledge and skills to manage personal and health information appropriately
- ensure that members of the public understand:
 - how to make a complaint or request an internal review if they consider that their privacy may have been breached
 - how to request access to their personal or health information or an amendment of that information to ensure that it is accurate
 - that the document encourages Council to be transparent and accountable in how it manages personal and health information.

In the preparation of this plan Council has been guided by the Information and Privacy Commission guidelines such as "A guide to making privacy management plans" in the development of the PMP.

The office of the Information and Privacy Commissioner has reviewed Councils document and endorse the plan. The PMP will undergo a public exhibition period for 28 days with submissions considered at the close of that period. The plan will then be adopted for use by SVC and placed on Council's website.

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

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Nil	Nil
Environmental	Nil	Nil
Economic	Nil	Nil
Governance	Compliance with Privacy and Personal Information Protection Act, 1998, the Health Records and Information Privacy Act (HRIP) the Local Government Act (LGA), and the Environmental Planning and Assessment Act	Nil

Financial and Resources Implications

There will be no significant increase to budgets by adopting these documents. Staff training will be offered as part of the induction of new employees and using a free e-training module offered by the Office of the Information Commissioner.

Costs and Benefits:

Nil cost.

Benefit to the organisation by providing knowledge to staff on the collection, use, storage and disclosure of personal information.

Policy, Legal and Statutory Implications:

Compliance with Privacy and Personal Information Protection Act, 1998, the Health Records and Information Privacy Act (HRIP) the Local Government Act (LGA), and the Environmental Planning and Assessment Act

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The intention to implement a Privacy Management Plan for SVC is to lessen the risk of information breaches by creating processes to identify, assess and manage privacy risks across council.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The plan, as per the recommendation, will be advertised for a minimum of 28 days inviting public feedback. Any relevant and applicable feedback will be collated by Council Officers and returned to Council for consideration.

Attachments

- 1 Draft SVC Privacy Management Plan 2020 - SVC-Corplan-Pln-018-01 (ID3051457) (under separate cover) [⇒](#)
- 2 Draft Application for Access to Personal or Health Information SVC-GOV-F-164-01 (ID3051461) (under separate cover) [⇒](#)
- 3 Draft Application to Alter Personal Information SVC-GOV-F-165-01 (ID3051462) (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.5 QUARTERLY NCIF / SCF GRANTS REPORT**

REPORT AUTHOR: ENTERPRISE SYSTEMS MANAGER
RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF

EXECUTIVE SUMMARY:

The NCIF and SCF (Major Projects and Community Projects) funding agreements and associated guidelines require grant recipient councils to undertake quarterly reporting on progress in implementing projects and is required to be tabled at an ordinary meeting of the council.

This report covers the expenditure on grant funding up to 31st July 2020 to coincide with the statutory reporting commitments outlined by the Office of Local Government.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the expenditure of the New Council Implementation Fund (Rounds 1 and 2), Stronger Communities Fund (Rounds 1 and 2) for period ending 31st July 2020 from the Executive Chief of Staff.**

BACKGROUND:

Upon merger, Snowy Valley's Council received \$15M in funding consisting of \$5M New Council Implementation Fund (NCIF1) and \$10M Stronger Communities Fund (SCF1) allocated as Major Projects \$8.6M and Community Projects \$1.4M.

In addition to the Grant Funding, projects defined in the funding allocation have had their budgets bolstered by interest earned from the investment of these funds, which is currently \$257,248 for NCIF1 and \$515,916 for SCF1. The interest provides funding for project management and administration support costs on the projects reducing the need to utilise the direct funding. This is advantageous for maximising bang for buck in the amount of works that can be done and to maintain consistency for recognising the correct value of Council owned assets when capitalisation occurs.

In December 2018 Council received further funding of \$5.95M in a second round of NCIF (\$2.82M) & SCF (\$3.13M).

Together these funding sources represent a total investment in merger projects and community infrastructure of over \$21.5M.

Progress of expenditure is provided to Council on a quarterly basis as required by the funding guidelines.

REPORT:**New Council Implementation Fund – Round 1**

This funding has been fully committed, with all projects now to be completed by 30th March 2021, due to a 12 month extension granted to all NCIF and SCF Round 1 projects. Acquittal Certificates must be returned by 30th March 2021, marking the completion of the funding period:

8 th six-monthly report (NCIF & SCF)	31/7/2020 - Submitted
9 th six-monthly report (NCIF & SCF)	31/1/2021
End funding period (NCIF & SCF)	Extension Granted to 30/03/2021
Final reports for funded projects (NCIF & SCF)	Extension Granted to 30/03/2021 or earlier, on completion of project

As there are no specific project allocations defined by the funding agreement for NCIF1, budget estimates may be shuffled where 'unders and overs' occur within the funding stream. The current status of the projects for NCIF1 as at 31st July 2020 is:

Project – Detail	Status	Budget \$'000	Actual \$'000
Organisation structure and salary system (Round 1) – Design new integrated organisation structure, lateral transfers of staff from previous councils. Design and implement Award compliant SVC salary system including an annual appraisal and performance review framework. Round 2 review is being delivered under NCIF 2.	Completed 2018	\$220	\$220
Culture Program (Round 1) – development and implementation of a unified SVC culture program with a new set of values and behaviours and a program of activities to support the evolution of an SVC culture. Round 2 is being delivered under NCIF 2.	Round 1 Completed 2018	\$99	\$99
SVC Website (Round 1) – updating content and the creation of a new website. Round 2 is being delivered under NCIF 2.	Round1 Completed 2017	\$83	\$83
Redundancies – both General Managers, three directors and one Support Officer.	Completed 2017	\$637	\$637
Community Engagement – included activities such as a Community Satisfaction survey, community engagement for the development of the Community Strategic Plan 2017-27.	Completed 2017	\$159	\$159
ICT Amalgamation Projects – ICT Amalgamation Strategy developed and endorsed in May 2018. The Strategy detailed the projects associated with consolidating the existing network infrastructure, implementing new server infrastructure, email exchange, domain, voice systems, and disaster recovery plans. The new SVC ICT Strategy has been endorsed by ELT and ARIC (NCIF2) which will pave the way for this project to be finalised.	In Progress	\$1,291	\$1,229
Enterprise System Consolidation – TechOne has been implemented for Finance, Cemeteries, and Property & Rating. HRP module is partially implemented with the remaining components to be delivered after transition to the cloud to ensure full optimisation of new workflows. Consolidation of Records systems to ECM is complete.	Completed July 2020	\$1,159	\$1,159
Corporate Identity and Branding – new brand and logo for Council including new uniforms, branding guidelines, online videos, development of the Destination Management Plan and Economic Development Strategy.	Completed 2017	\$422	\$422

Project – Detail	Status	Budget \$'000	Actual \$'000
Signage Replacement – replacement of signage with the local government area; parks and facilities, shire boundary signage and street blades. Additional audits to be undertaken and signage ordered pending available budget. Town Entry Signage funded under NCIF 2 -Unification & Placemaking	In Progress	\$368	\$283
Service Reviews – service reviews undertaken and introduction of dashboards around key performance measures. Adoption of figures for 19/20 dashboards is reliant on QBR outcomes. Awaiting completion of the Section 94 Contributions Review.	In Progress	\$188	\$187
Project Management Officer – dedicated project manager to provide support and resources to ensure merger projects are delivered. External resource completed; assistance from internal resources continues until end of program.	In Progress	\$428	\$422
Administration – includes travel and accommodation for staff and the Administrator to Sydney for workshops and meetings with Department of Premier and Cabinet during the first six months of the merger.	Completed Nov 2016	\$13	\$13
Policy & Plan harmonisation – software tools purchased for the register of policies and delegations and a dedicated resource to develop and harmonise critical policies and a new policy framework.	Completed 2018	\$79	\$79
Forensic Audit – external review of accounting practices in relation to movement in Capital Reserves.	Completed May 2019	\$86	\$86
Total New Council Implementation Fund – Round 1			
- Initial Funding 5M + est. interest earned 200K	\$5,200		
- Additional interest earned (> estimate of 200K)	\$ 32	\$5,232	\$5,078

New Council Implementation Fund – Round 2

This funding is to be fully committed by 30 December 2019, with all projects originally to be completed by 30 June 2020. Council has received verbal confirmation of an extension for Round 2 in line with the extensions for Round 1. The status of the projects for this fund as at 31st July 2020 is as follows:

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
SVC Strategic Business Plans – List has been revised during the Service level review and improvement process to include the following: Private Works, IT Strategy, Library Strategy, Customer Experience, Aged Care, and Children's Services, 23/6/2020 – project scope extended to include: Rural Lands Strategy, Seasonal Worker Accommodation Strategy, Caravan Park Strategy.	In progress	\$173	\$54
Service level review and improvement program – incorporating the Sustainability Plan. Project re-scoped to enable working from home availability for staff due to COVID-19 as well as the purchase of backup power supplies for SVC Servers and Water Treatment Plants.	In Progress	\$374	\$240

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
Integrated Systems and Work Processes – Overall budget increased by 152K to 1.002M. Increase funded from other projects in the funding stream that have been re-scoped or cancelled: <ol style="list-style-type: none"> 1. Improve functionality of CRM; 2. Voice of the Customer survey – Cancelled; 3. PMO2 setup – in progress 4. Governance – Development and implementation of Records Management Framework (in progress) Development of Volunteer Management Framework (complete), Section 355 Management Framework and consolidation of volunteer documentation (complete); 5. Enterprise Budgeting Training & Support – in progress; 6. Corporate Communication Strategy - complete 7. Corporate Evaluation- in progress – capability framework in draft; 8. Business Systems Improvement - Cancelled 	In Progress	\$1,002	\$798
IT Project Support and Team Review - Project includes the implementation of OneSVC Login, Network Upgrade, Phone System, SIP Migration and ARIC Audit implementations.; Includes IT support from Dave Barker	In Progress	\$100	\$61
Preparation of DCP (Development Control Plan) – Development Control Plan (DCP) endorsed by Council October 2020; Second stage of project to include Local Strategic Planning Statements (LSPS) and Stage 1 LEP (Local Environmental Plan)	In Progress	\$154	\$134
Unification and Placemaking - Two designs scoped and costed and presented to December Councillor Workshop for review. Signs approved by Council; Signage concepts provided to two sign companies for detailed design and costing.	In Progress	\$200	\$81
Culture Program and Capability Development – Directors Training complete; PD Review and Assessment complete; Leadership development component is being scoped for alternative delivery in COVID environment.	In Progress	\$117	\$105
Client Business Environment Standardisation - Business Plan approved; Staff consultation complete; Tender documents issued. Desktop Refresh equipment received and being deployed.	In Progress	\$500	\$476
Rate Harmonisation (including Public Participation) - Council been approved to extend rate harmonisation until 21/22.	In Progress	\$200	\$170
Total New Council Implementation Fund – Round 2		\$2,820	\$2,119

Stronger Communities Fund - Round 1 (Major Projects; Community Projects)

This funding has been fully committed, with all projects now to be completed by 30th March 2021, due to a 12 month extension granted to all projects. Council made a request to extend on 12 projects on 25 October 2019; however the OLG decided to apply the extension to the entire NCIF and SCF Round 1 projects. The status of the projects for this fund is as follows:

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
Stronger Communities Fund Round 1 – 60 Community groups across the local government area given grants to assist with the particular aspirations of their members. These grants ranged from \$500 to \$50,000 and were approved by the Administrator in October 2017. All projects have been Acquitted and accepted by OLG.	All 60 Projects Completed	\$1,431	\$1,431
Adelong Creekscape – Revised design and REF have been completed. Contractor engaged. Budget increased from original of 515K to 558K – funded from Adelong Caravan Park residual.	Construction	\$558	\$381
Adelong Caravan Park – Amenities Building complete and being utilised. Scope extended to include small storage shed & slab. Adelong Progress Association voted for remaining funds to be transferred to Creekscape bank stabilisation	Additional Works under construction	\$224	\$215
Batlow Cannery – Full cannery demolition including post-fire work completed. SCF1 funds fully expended. A further 70K for demolition included under SCF2. Refer to SCF2 project for remainder of works.	Construction	\$500	\$500
Batlow Caravan Park – All works under original scope completed. Use of remaining funds to be determined – Possible uses: towards payment of additional cabins or for other additional works. A separate funding request has been submitted for additional family / workers accommodation – 540K	Complete	\$723	\$547
Batlow CBD – Works complete with the exception of retaining wall. Revised design for crossing was rejected by RMS due to site distance requirements. Works for remainder of funds needs to be determined – Possible uses: landscaping, stencil work between RSL & Pioneer St, Street Furniture.	Construction	\$540	\$364
Brindabella Rd Future Plan	Completed Feb 2019	\$308	\$285
Jingellic Multi-use track – The track formation is complete with the surface seal will be undertaken in Summer	Construction	\$35	\$30
Khancoban Store – Signing of Contract of Sale by buyer is pending the building certifier/engineer inspection.	Construction	\$199	\$127
Khancoban Streetscape	Complete	\$395	\$387
Rosewood Beautification and Playground	Completed Dec 2019	\$110	\$108

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
Rosewood Golf Club – Project original scope completed. Additional works awaiting installation by contractor.	Construction	\$236	\$225
Brungle Park seating - \$5K Original Budget + \$1K from Contingency	Completed Feb 2019	\$6	\$6
Talbingo Town Improvements	Completed Feb 2020	\$200	\$200
Tooma Public Amenities	Completed May 2019	\$80	\$76
Tumbarumba Showground	Complete	\$1,037	\$1,037
Tumbarumba Creekscape and Sportsground – first stages of project completed. Project surplus used to extend Scope of Works: Gardens, caravan park fence, sportsground lighting and electricity. Kitchen upgrade at the Tumbarumba Basketball Stadium pending funding.	Construction	\$388	\$265
Tumbarumba Playground	Completed October 2019	\$80	\$72
Tumbarumba Mountain Bike Track	Completed October 2019	\$40	\$40
Tumut Pool – Building due for delivery late August and is on track for completion ahead of the new swim season. Contractor engage to relocate power line w/c 24/8.	Construction	\$1,008	\$972
Tumut Montreal Theatre – Amenities completed. Awaiting approval of S57 from OEH for internal work to be undertaken.	Construction	\$381	\$330
Tumut CBD and Car Parking – Works commenced on paving as well as repairs to concrete kerbs and installation of new flush concrete kerbs around the trees located within the roadway. Project timeline 16weeks with targeted completion early November 2020.	Construction	\$1,760	\$703
Bull Paddock Carpark upgrade	Completed December 2019	\$130	\$130
IMPORTANT: the above project budgets include Administration, communication and project management – dedicated resources allocated to carry out and finalise projects. These costs are funded from investment interest on the grant funding estimated to be \$359K. Item reflects the difference between original estimate of interest and the revised estimate, less disbursements of: <ul style="list-style-type: none"> • 9K – SCF1 Community Projects • 1K – Brungle Picnic Tables 	Contingency	\$165	
Total Stronger Communities Fund – Round 1			
- Initial Funding 10M + est. interest earned 359K		\$10,359	
- Additional interest earned (> estimate of 359K)		\$ 175	
		\$10,534	\$8,431

Stronger Communities Fund - Round 2

This funding is to be fully committed by 31 December 2019, with all projects to be completed by 30 June 2020. Council is awaiting confirmation of an extension that may be offered by the OLG for Round 2 of funding due to the ongoing resources required for the fire recovery programme. The status of the projects for this fund is as follows:

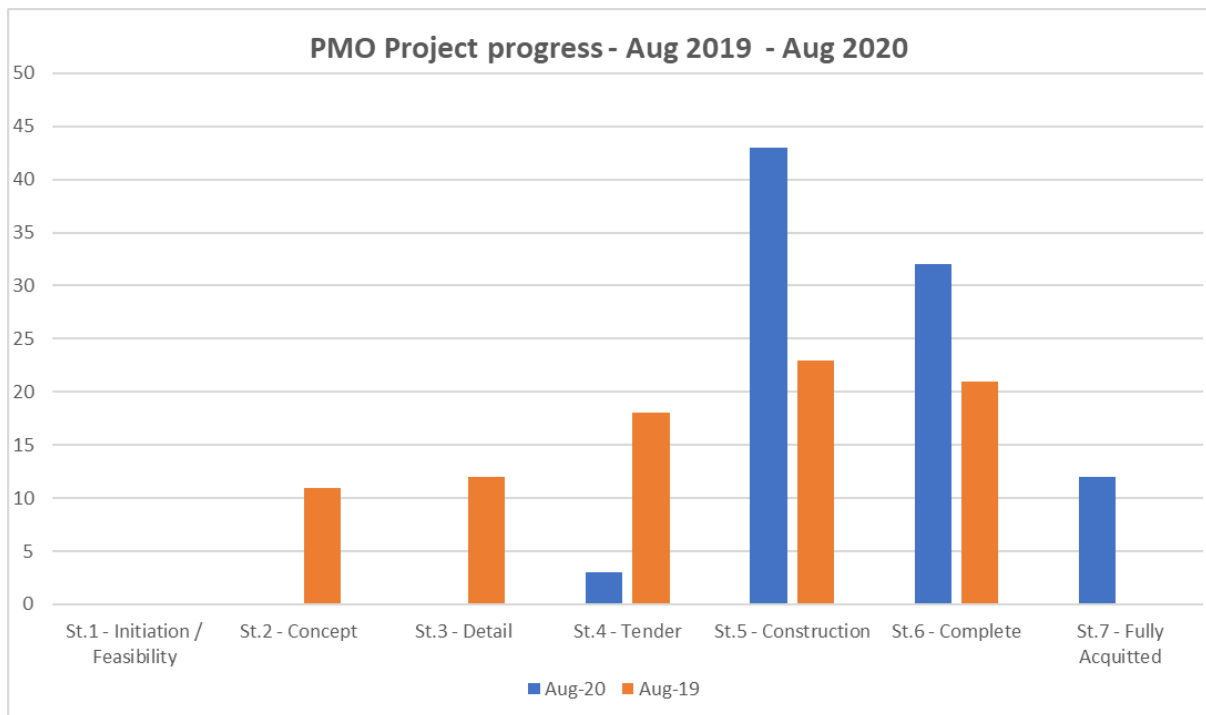
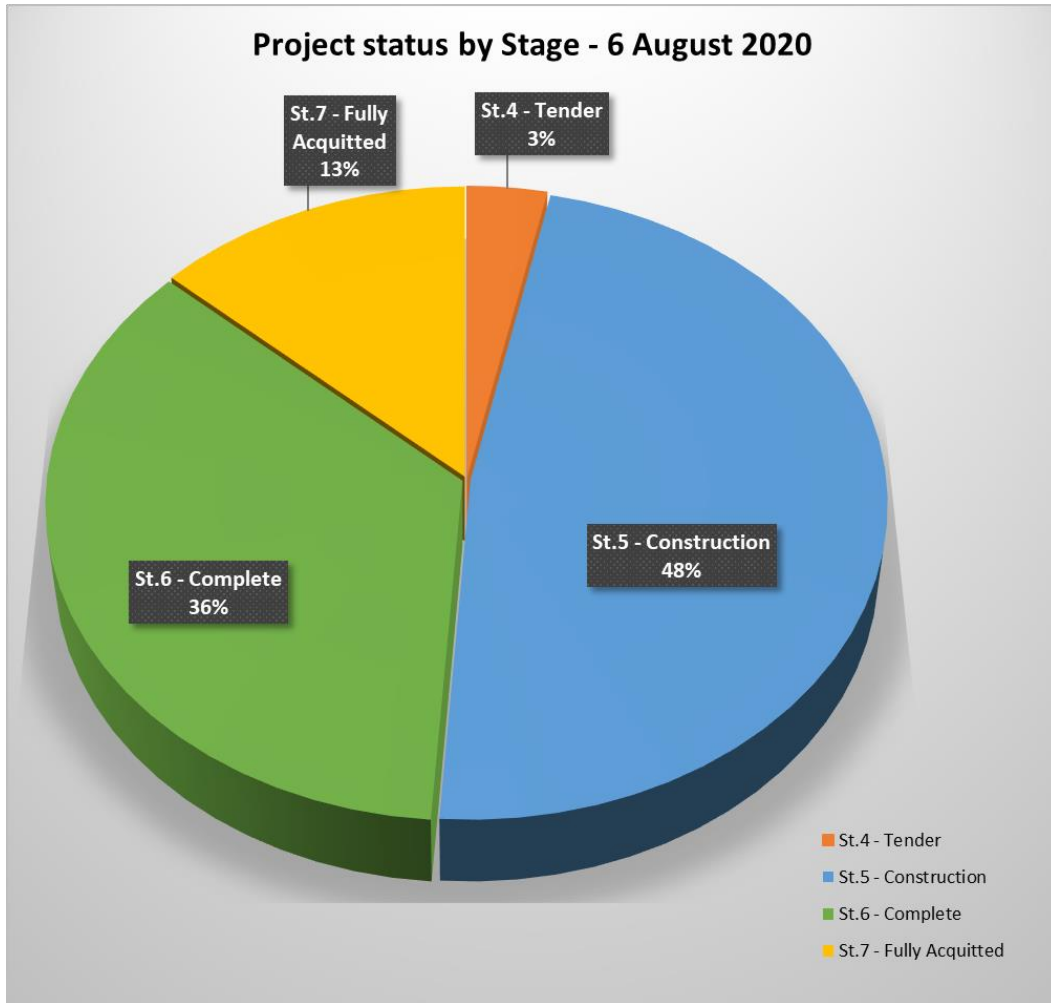
Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
<p>Adelong Main Street Façade Improvements - Funding deeds have been signed and 50% payment made to accepting businesses. Extension has been given through until December 2020 for projects due to bushfires and COVID19. Two businesses have completed. Three business have declined. All funds declined have been offered to Adelong Progress Association however they were unable to identify a project. 11 businesses to still complete upgrades.100K original budget; 7K trf to Adelong WiFi project.</p>	50% paid to approved applications	\$93	\$59
<p>Adelong Playground Equipment Upgrades - Project Complete based on original scope. Potential of undertaking further scope within budget currently being assessed</p>	Complete	\$100	\$95
<p>Adelong tourism projects/planning – 25K original budget; 12.7K transferred to Adelong Wifi project. Signs being manufactured all other works under scope are complete.</p>	Construction	\$12	\$12
<p>Adelong Walking Tracks Signage - First sign has been installed near the museum. Signs being manufactured: Adelong Falls Walk Map, Perseverance inter panel and environment panel. Once installed project will be complete</p>	Construction	\$20	\$19
<p>Adelong Wi Fi Upgrade – Project required additional infrastructure to be successful. This has been possible with surpluses on other projects. 10K Original Budget + 28K from other SCF2 WiFi and tourism projects. All equipment required has been received. Project unable to proceed until unmetered power supply contracts have been established with Essential Energy.</p>	Construction	\$38	\$19
<p>Batlow Cannery Site Business Case & Demolition – 70k has been re-purposed for Demolition.</p>			

Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
Bushfire recovery claim was Approved. SVC will receive 854K (100% of works expense) from Public Works Advisory-NSW Regional Bushfire Recovery program. Environmental assessment and Geotech assessment to be undertaken as part of the original Cannery Business Case.	Demolition Component Complete Business Case in Progress	\$200	\$105
Batlow Tourism Project Planning – 20K Original budget; 13.3K trf to Batlow WiFi project. Project fully scoped to include new town signage. Design has been finalised and the new signs are being manufactured.	Construction	\$7	\$4
Town Wi Fi Upgrades: Brungle WiFi unable to be installed due to poor coverage. All equipment for other towns has been received. Project unable to proceed until unmetered power supply contracts have been established with Essential Energy.	Construction	\$58	\$50
Jingellic Pedestrian Bridge over horse creek - Project being scoped as part of the Tumbarumba Cycle project to enable bundling of bridges. Purchase of bridge is complete, works for install will be delivered under the Link to Mountain Biking project.	Complete	\$30	\$30
Khancoban Pool Shade Sails - Installation and additional beatification works complete.	Complete	\$40	\$40
Town Wi Fi Upgrades: Khancoban & Tumbarumba – Khancoban project not necessary; existing Wifi deemed satisfactory. 12.5K transferred to other WiFi projects for pole installation & connectivity. Equipment for Tumbarumba has been received. Works will commence in line with other town Wifi installs.	Construction	\$12	\$12
Talbingo Playground equipment Project originally included Batlow Playground, which was funded internally subsequently all 50K was utilised at Talbingo.	Complete	\$50	\$50
Tooma Amenity Appearance - Trees purchased and are being planted.	Construction	\$30	\$13

Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
Works being undertaken by community group.			
Tumbarumba Carcoola Dining Room. Additional 40K funded from 10K Community Services Grant and 30K internal. SCF2 component is fully spent with kitchen installation almost complete.	Construction Remaining expenditure separate from SCF2	\$80	\$80
Tumbarumba Historical Walking Tracks - Community group project. Funding deed between Council and Community Group has been issued. Works 90% complete.	Construction	\$40	\$29
Tumbarumba Link with mountain biking - First stage will be a shared pathway from Booth St to Tumba cemetery including construction of a bridge and traffic notification. The second stage (pending funding) is to provide connections between the various trails constructed by Cycle Tumba. Approval is required from Crown Lands which requires confirmation of alignment, REF, Letter of Consent from LLS, lodge application for General License outlining these elements.	Construction	\$350	\$154
Tumbarumba Rail Trail additional funds – continuation of works initiated from iNSW Restart funding. Budget and actual to date represent 14.04% of total project. Virtual opening held 3/4/20. Project fundamentally complete. Final completion works to be undertaken in April/May Residual funds used for additional works: Carpark works, refurbishment of railway platforms, revegetation and two toilets. Residual funds cannot be out aside for future maintenance.	Original Scope of Works Complete Additional Works under construction	\$800	\$710
Tumbarumba SVC tourism App - App content being reviewed at present due to impact of bushfires. Go live date to be confirmed. 20K Original Budget + 4K from Implementation of new SVC destination brand & Marketing strategy surplus.	Complete	\$24	\$24
Tumut Jack Ryan Memorial and Centenary of WW1 Project –10K original budget + 2K from interest	Complete	\$12	\$12

Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
Tumut Pump Track and Cycling initiatives – Pump Track Complete. Remaining funds to be utilised with linking bike track to Elm Drive and landscaping of embankment adjacent to pump track to minimise ongoing maintenance; proposal in place to use funds to install lighting to adjoining Bull Paddock sporting precinct.	Construction	\$500	\$388
Ratepayer projects and initiatives (Yaven Creek Rd) – Original work was carried out as per design and specification and completed within Budget in early June 2019. There was a saving of around \$100k. During July-August 2019, excessive rains softened the subgrade and a section of road pavement failed. Lime stabilisation was carried out to the failed section. The savings were not enough to cover the re-work however; there may be an option to fund the culvert replacements which were part of the original work, from the Sealed Roads Culvert Replacement program. Total cost of culverts 20.8K + other pavement failure correction 42.7K Budget reported right represents the SCF2 portion only.	Complete	\$490	\$551
Repositioning of Snowy Valleys Way – planning & implementation – Project fully scoped to include website redevelopment, brochure redevelopment and new town signage. All components other than signage installation are complete.	Construction	\$50	\$25
Implementation of new SVC destination brand & marketing strategy – complete. 100K Original Budget; 3.5K trf to SVC tourism App & .5K trf to Adelong Town WiFi Project.	Complete	\$96	\$95
Interest earned on investment 23K. Interest utilised: 2K Jack Ryan Memorial Project	Contingency (interest) remaining	\$21	
Total Stronger Communities Fund – Round 2		\$3,154	\$2,576

Project Status Charts



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

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

5.2.1 Deliver the 2020/2021 Capital Works facility, open space and amenities program

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Resources will be focused on completing the NCIF 1 and 2, and SCF 1 and 2 projects to ensure all are completed within the required timeframes.

Costs and Benefits:

Expected benefits to the community include the provision of better infrastructure and services by the additional funding enabling the renewal of existing community assets or the construction of additional assets.

Policy, Legal and Statutory Implications:

There is requirement to expend funding in accordance with the Office of Local Government determination.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

With such a large funding allocation to spend across multiple projects, there is risk that Council may be unable to complete all work on time. Mechanisms are in place to ensure that processes are streamlined and resources are applied to complete work within timeframes. A Program Board is monitoring and enabling regular and timely decision making to ensure that no unnecessary delays occur.

OPTIONS:

Any remaining budget for the New Council Implementation Fund (untied) may be reallocated to be used against the Stronger Communities Infrastructure Fund.

Snowy Valleys Council has been provided with an extension for all Round 1 & 2 projects for 12 months through until 30th March 2021.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

External Consultation was carried out in 2017 with all communities in the local government area being consulted. Community groups were given the opportunity to apply for a community grant of up to \$50K under the Stronger Communities Fund. All 60 community projects have now been completed.

Consultation with our community continues on a case by case basis as each project necessitates.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.6 STATEMENT OF INVESTMENTS - JULY 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 31 July 2020.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the Statement of Investments as at 31 July 2020 from the Chief Financial Officer.

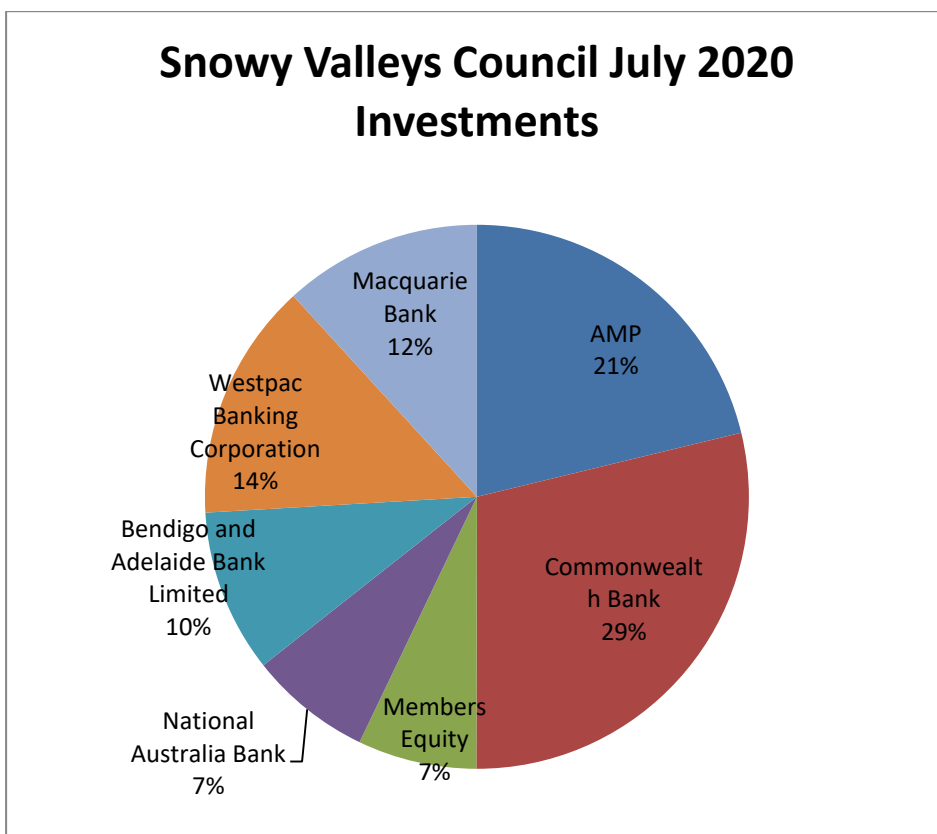
BACKGROUND:

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		31/07/2020				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 62,848	\$ 9,106	\$ 53,742	IWD Gen	0.25%	
National Australia Bank	\$ 83,232	\$ 140,594	-\$ 57,362	W/Acct	0.25%	
Commonwealth Bank	\$ 1,458,168	\$ 913,660	\$ 544,508	W/Acct	0.25%	
Commonwealth Bank	\$ 10,703,413	\$ 8,199,713	\$ 2,503,700	At Call (BOS)	0.50%	
Commonwealth Bank	\$ 894	\$ 1,703	-\$ 809	Gen-Roth	0.25%	
Total Cash & At Call Investments	\$ 12,308,556	\$ 9,264,777	\$ 3,043,779		0.30%	
	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
Westpac Banking Corporation	\$ -	\$ 2,500,000	-\$ 2,500,000			
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
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	9/03/2020	1.25%	7/09/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	9/03/2020	1.25%	7/09/2020
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	\$ 2,000,000	\$ 2,000,000	\$ -	11/06/2020	1.55%	7/12/2020
Macquarie Bank	\$ 2,000,000	\$ 2,000,000	\$ -	24/03/2020	1.70%	18/12/2020
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	6/04/2020	1.55%	6/01/2021
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	6/04/2020	1.55%	6/01/2021
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2020	1.70%	15/01/2021
Members Equity	\$ 2,000,000	\$ 2,000,000	\$ -	25/05/2020	1.25%	19/02/2021
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/03/2020	1.80%	18/03/2021
Macquarie Bank	\$ 3,000,000	\$ 3,000,000	\$ -	9/04/2020	1.70%	6/04/2021
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	27/04/2020	1.15%	27/04/2021
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2020	0.97%	30/06/2021
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	14/07/2020	0.95%	14/07/2021
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	14/07/2020	0.95%	14/07/2021
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/07/2020	1.00%	18/07/2021
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	20/07/2020	1.00%	20/07/2021
Total Term Deposits	\$ 30,115,623	\$ 32,615,623	-\$ 2,500,000		1.40%	
Total Cash & Investments	\$ 42,424,178	\$ 41,880,399	\$ 543,779			



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 \$543K during July 2020.

Major income received during July included:

- RMS payment \$2.2M
- ESL Covid funding (State) \$208K

Main expenditure (excluding employee costs) during the month related to the following projects:

- Insurance 2020-2021 \$831K
- Alpine Way SS Slope \$617K
- RRL council contribution \$163K
- IT Software licence fees \$116K

The following changes occurred to Council’s term deposits and cash holdings in July:

- Bendigo Bank 2 x \$250K term deposits renewed for 12 months at 0.95%
- AMP term deposit 2 x \$2M renewed for 12 months at 1%
- Westpac term deposit \$2.5M redeemed

Cash investment rates continue to remain low due to the uncertain economic environment and long-term outlook. Council’s investment policy requires Council officers to minimise investment risk by spreading investments across a number of institutions (institutional credit framework) as well as within its investment portfolio (overall portfolio credit framework). These risk minimisation measures impact the achievable rate of return. Council officers continue to monitor the investment market and regularly receive updates from Council’s financial advisors.

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 undertaken based upon the best rate on the day and after consideration of spreading Council's investment risk across various institutions as per the 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 investment returns
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 current cash holdings and 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. GOVERNANCE AND FINANCIAL REPORTS**10.7 FINANCIAL REPORT JULY 2020**

REPORT AUTHOR: COORDINATOR MANAGEMENT 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 2020 to 31 July 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 31 July 2020 from the Chief Financial Officer.**

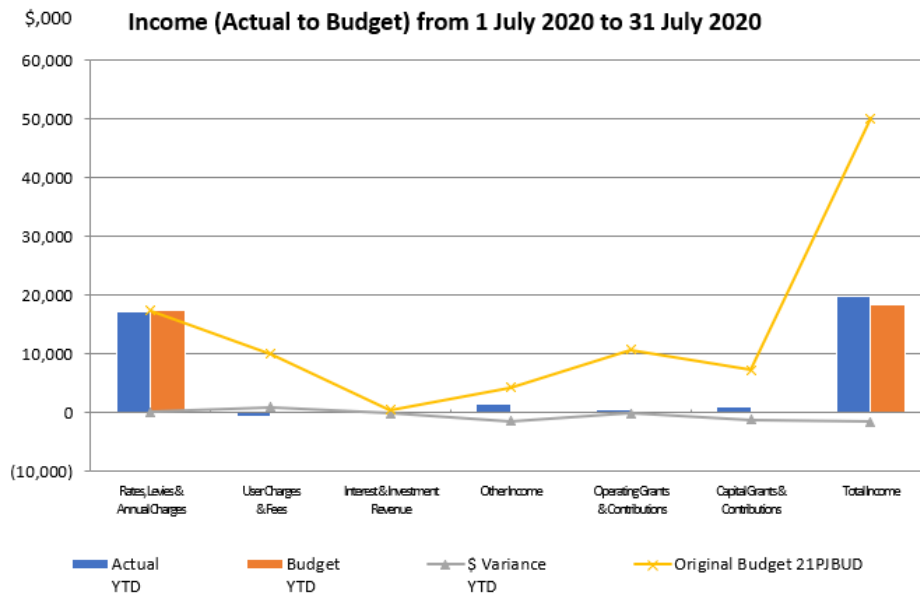
REPORT:

A summarised financial report for Council is provided below for July 2020, comparing the operating year to date (YTD) actuals against the year to date budget. This report provides the interim results for the first month of the financial year 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.

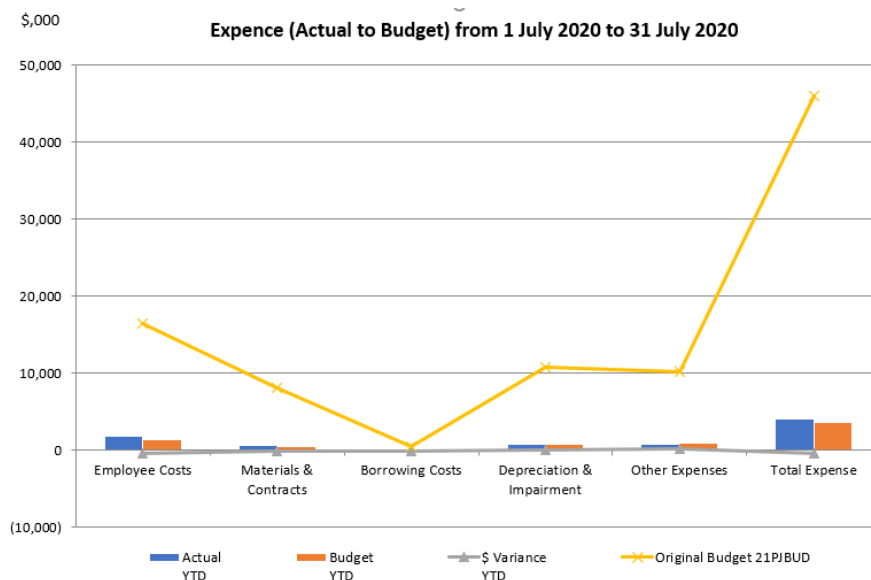
**Monthly Operating Result for July 2020****Overall Council Summary**

Account Description	Actual YTD	Budget YTD	% Variance YTD	\$ Variance YTD	Original Budget 21PJ BUD
Income					
Rates, Levies & Annual Charges	17,140,394	17,326,479	-1.07%	186,085	17,326,479
User Charges & Fees	757,780	364,273	108.03%	(393,507)	10,007,764
Interest & Investment Revenue	91,049	34,875	161.07%	(56,174)	470,496
Other Income	1,209,353	44,639	2609.17%	(1,164,714)	965,671
Operating Grants & Contributions	532,715	419,090	27.11%	(113,625)	10,705,299
Capital Grants & Contributions	1,124,629	0	no budget	(1,124,629)	7,250,116
Internal Income or Recovery	371,259	149,370	148.55%	(221,889)	3,318,100
Profit on Sale/Disposal	6,392	525	1117.53%	(5,867)	6,300
Total Income	21,233,572	18,339,251	15.78%	-2,894,320	50,050,224
Expenses					
Employee Costs	1,838,375	1,387,387	32.51%	(450,988)	16,481,313
Materials & Contracts	636,099	556,261	14.35%	(79,838)	8,086,397
Borrowing Costs	54,515	19,780	175.61%	(34,735)	477,008
Depreciation & Impairment	757,700	757,700	0.00%	0	10,763,399
Other Expenses	426,159	535,511	-20.42%	109,352	5,386,756
Internal Recharges & Overheads	331,411	416,088	-20.35%	84,677	4,796,169
Total Expenses	4,044,259	3,672,726	10.12%	-371,533	45,991,043
Operating Result	(17,189,312)	(14,666,525)	17.20%	2,522,787	(4,059,182)

Income: User fees and charges are above budget by \$393K, the majority of this surplus is due additional being delivered for Transport for NSW that were not budgeted. Interest is above budget by \$56K as a result of a conservative approach adopted when developing the budget due to the uncertain economic environment. Other Income is above budget by \$1,164K, the majority of this is \$859K received for the Batlow Cannery Demolition, a cost that was incurred in the previous financial year. Other items above budget for the month are Real Estate income \$31K, Khancoban Visitor Information Centre \$53K and additional on-off funding for the Emergency Services Levy increase of \$208K. Operating Grants are 26% above budget; this is a result of early payment of a number of grants by State and Federal Governments. Capital Grants and Contribution income consists of Tumarumba Caravan Park \$936K and Rail Trail Development \$189K, both relating to previous year project milestones.



Expenditure: Employee costs are above budget by 32.51%. This is made up of overtime, and staff engaged in disaster recovery not accounted for at time of budget preparation. At this time of the year, staff would normally be on reduced hours (winter toil), but due to the need to continue with disaster clean-up and project delivery delayed by bushfires and Covid19, these staff are currently working. There is also a timing issue where the actuals are processed based on days worked and the budget is calculated on a monthly basis. Materials are above budget by 14%. Borrowing costs are \$35K above budget due to a timing issue; interest on one loan paid in July was budgeted for in September. Other Expenses below budget by 20%.



LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

4.3.1 Provide Council staff with information and tools to increase two-way organisational communication through the implementation of the Internal Communications Framework

SUSTAINABILITY ASSESSMENT:

N/A

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

10. GOVERNANCE AND FINANCIAL REPORTS**10.8 REVIEW AND APPROVAL OF 2019/2020 CARRY OVERS**

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

EXECUTIVE SUMMARY:

To advise the expected capital project carry overs for the 2019/20 financial year.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on proposed 2019/20 carry overs and committed projects from the Chief Financial Officer;**
- 2. Approve the 2019/20 carry overs and endorse for expenditure in 2020/21.**

REPORT:

This report has been prepared to indicate an estimate of carry overs into the 2020/21 financial year for capital projects adopted as part of the 2019/20 year but not completed. The adoption of the recommendation will enable the revote of the funding allocation from the 2019/20 financial year to the 2020/21 financial year for the projects yet to be commenced.

The commenced projects do not require council approval as in accordance with S.211 of the Local Government (General) Regulation 2005 voting and expenditure approvals lapse at the end of council's financial year. However under subclause 3 this does not apply to:

- (a) Work carried out of started, or contracted to be carried out, for the council, or
- (b) Any service provided, or contracted to be provided, for the council, or
- (c) Goods and materials provided, or contracted to be provided, for the council, or
- (d) Facilities provided or started, or contracted to be provided for the council, before the end of the year concerned.

For information purposes capital projects that have been commenced but not finalised as at 30 June 2020 have been included. These amounts will automatically be transferred to the 2020/21 year as per S.211 of the Local Government Act (General) Regulation 2005.

Project values presented in the report are subject to change in-line with the final audit of the 2019/20 Financial Statements.

Projects funded by grants including the Stronger Communities Grants are not presented in this report. Grant-funded projects are audited separately and presented in the Financial Statements under note 6, including reserve balances of unspent grants.

1. Proposed carry overs for uncompleted works for 2019/20 are presented for Council approval below:

Not Commenced				
Fund	Project Description	2019/20 Approved Budget	Amount	Commentary
General	McMeekin Street	\$ 100,000.00	\$ 100,000.00	Contractor pushed back because of fires. Contactor unavailable due to COVID.
Sewer	Tumbarumba STP	\$ 30,000.00	\$ 30,000.00	Due to staffing resources including restructure and the impacts of the bushfires and Covid-19 outbreak construction of the projects were not commenced.
Sewer	S020 Reline Sewer Mains	\$ 400,000.00	\$ 400,000.00	Due to staffing resources including restructure and the impacts of the bushfires and Covid-19 outbreak construction of the projects were not commenced.
Waste	Tumba WTS	\$ 181,675.00	\$ 181,675.00	Due to staffing resources including restructure and the impacts of the bushfires and Covid-19 outbreak construction of the projects were not commenced.
TOTAL		\$ 711,675.00	\$ 711,675.00	

2. Commenced projects for Council information:

Fund	Project Description	Approved Budget	Expended	Carry Over Amount	Commentary	Sub-Category
General	1819P134 Hides Park Sound Shelter	\$ 68,000.00	\$ 5,425.00	\$ 62,896.00	Community grants - held by Council	Community Grants
General	Community Grants - Art and Cultural, Sporting and Strengthening	\$ 83,000.00	\$ 38,796.95	\$ 44,203.05	Community grants - delayed due to bushfires and Covid-19	Community Grants
General	RR Heavy Patch and Resealing Program	\$ 981,753.00	\$ 140,903.51	\$ 840,849.49	Contractor pushed back because of fires. Contactor unavailable due to COVID.	Contractor Delay
General	F020 Booth St Depot Bins	\$ 82,000.00	\$ -	\$ 82,000.00	Contractor pushed back because of fires. Contactor unavailable due to COVID.	Contractor Delay
General	RU Resheeting Program	\$ 45,000.00	\$ 3,757.75	\$ 41,242.25	Contractor pushed back because of fires. Contactor unavailable due to COVID.	Multi-year Project
General	Mayday Rd (Bonza - Ash)	\$ 50,000.00		\$ 50,000.00	Multi-year Project - Additional funding secured from TfNSW to complete works in 2020/21	Multi-year Project
General	F024 Roths Medical Centre Lease	\$ 79,300.00	\$ 20,511.68	\$ 58,788.32	Multi-year Project - lease asset replacements	Multi-year Project
General	F030 Tumut Neighbourhood Centre	\$ 50,000.00	\$ 27,869.70	\$ 16,762.21	Multi-year Project - materials ordered	Multi-year Project
General	P040 Fitzroy Park Bollards	\$ 16,770.00	\$ 7,926.54	\$ 7,563.64	Multi-year Project - materials purchased, installation to be completed 20/21	Multi-year Project
General	SRV Drainage Adelong and Balrow	\$ 120,575.00	\$ -	\$ 120,575.00	Multi-year Project - ongoing drainage works to be completed in 20/21	Multi-year Project
General	Streetlights - New Lighting (Khancoban Poles)	\$ 40,000.00	\$ -	\$ 40,000.00	Multi-year Project - Part of LED upgrade to be completed in 20/21	Multi-year Project
General	SVC Cemetery Masterplan	\$ 132,000.00	\$ -	\$ 132,000.00	Multi-year Project - Reservation areas to be constructed in 20/21	Multi-year Project
General	R124 Tintalra Rd Culvert Replacement	\$ 244,620.91	\$ 30,099.81	\$ 214,521.10	Multi-year Project - Scope and design completed, construction 20/21	Multi-year Project
General	D020 Kent Street Stormwater	\$ 304,455.00	\$ 190,570.26	\$ 113,884.74	Multi-year Project - to be completed in 20/21	Multi-year Project
General	T1819F21 Jingellic Toilet Improvements	\$ 65,000.00	\$ -	\$ 65,000.00	Scheduled for 2020/21 under LRCl funding.	Additional Funding 20/21
General	RU056 Elm Drive Traffic Calming	\$ 150,000.00	\$ 33,098.00	\$ 116,902.00	Under construction at financial year end (WIP)	Under Construction at Financial Year-End
General	P029 Glenroy Reserve Access	\$ 15,000.00	\$ 2,168.56	\$ 4,872.36	Works Committed - Carry to account for 21 actuals + commitments	Works Committed
General	M025 RTS for Survey Equip	\$ 55,000.00	\$ -	\$ 55,000.00	Works Committed - supplier unavailable due to COVID	Works Committed
General	D023 Sydney St K&G	\$ 25,150.00	\$ 20,565.24	\$ 250.00	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	P024 Talbingo New Playground Equipment	\$ 60,000.00	\$ 50,400.05	\$ 628.04	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	P035 Rglade Cvan Mains & Walk Lighting	\$ 80,000.00	\$ 68,494.32	\$ 964.71	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RU053 Independent Living Units Footpath	\$ 30,000.00	\$ 19,907.08	\$ 1,759.53	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	P022 Adelong Falls Seating	\$ 20,000.00	\$ 17,985.81	\$ 2,240.00	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RR043 Killimicat Bridge Earthworks	\$ 30,000.00	\$ 77,580.43	\$ 2,452.21	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RR096 Brungle Creek Rd Resheet	\$ 150,931.60	\$ 214,388.95	\$ 2,822.40	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	F029 Tumut Hockey Amenities & Bollards	\$ 25,000.00	\$ 28,764.42	\$ 2,856.24	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RR112 Wee Jasper Resheet 13.58 - 15.15	\$ 41,700.00	\$ 31,061.21	\$ 8,510.87	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RR063 Wee Jasper Rd Recon S4	\$ 384,000.00	\$ 317,731.16	\$ 12,152.12	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RR103 Horsley Resheet	\$ 18,000.00	\$ 4,844.35	\$ 13,155.65	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RU075 Capper St (Clarke - Carey St)	\$ 179,000.00	\$ 153,716.64	\$ 25,283.36	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	RR046 Tooma Rd - Spring Ck Bridge	\$ 125,000.00	\$ 89,756.98	\$ 26,040.93	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	F034 Aged Accom - Elect	\$ 100,000.00	\$ 63,462.56	\$ 36,537.44	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	P033 Tumba Ck Bank (Carry Over)	\$ 55,016.14	\$ 6,280.00	\$ 48,736.14	Works Complete - Carry to account for 21 actuals including commitments	Works Complete

Fund	Project Description	Approved Budget	Expended	Carry Over Amount	Commentary	Sub-Category
General	RU040 King Street Rehabilitation	\$ 200,000.00	\$ 146,752.09	\$ 53,247.91	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
Waste	M023 Gilmore Safety Platform	\$ 60,000.00	\$ -	\$ 60,000.00	Works Complete - Carry to account for 21 actuals including commitments	Works Complete
General	Tumbarumba Caravan Park Drainage	\$ 10,000.00	\$ -	\$ 10,000.00	Works issued late in financial year	Works Committed
General	RU030 Richmond St(River 0 - Fitzroy 221)	\$ 10,000.00	\$ -	\$ 10,000.00	Works issued late in financial year	Works Committed
General	RU054 Russell St Footpath Reconstruction	\$ 20,000.00	\$ -	\$ 20,000.00	Works issued late in financial year	Works Committed
General	Alfred St Land and Fence	\$ 19,900.00	\$ -	\$ 19,900.00	Works nearing completion - Carry to account for 21 actuals including commitments	Under Construction at Financial Year-End
General	RU057 Boundary Street Shared Path	\$ 270,530.68	\$ 143,355.74	\$ 127,174.94	Works nearing completion - Carry to account for 21 actuals including commitments	Under Construction at Financial Year-End
				\$ 2,551,772.65		

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

Operational Actions

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

Each project was considered and adopted in the 2019/20 budget process. Circumstances as outlined in the report have prevented the completion of these projects during the financial year.

Financial and Resources Implications

The projects had an approved budget in the 2019/20 budget process.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

Local Government (General) Regulation 2005

211 Authorisation of expenditure:

- (1) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:
 - (a) Has approved the expenditure, and
 - (b) Has voted the money necessary to meet the expenditure.
- (2) A council must each year hold a meeting for the purpose of approving expenditure and voting money.
- (3) All such approvals and votes lapse at the end of a council's financial year.

However, this subclause does not apply to approvals and votes relating to:

- (a) Works carried out or started, or contracted to be carried out, for the council, or
- (b) Any service provided, or contracted to be provided, for the council, or
- (c) Goods and materials provided, or contracted to be provided, for the council, or
- (d) Facilities provided or started, or contracted to be provided for the council, before the end of year concerned.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Capital works for projects not commenced will not progress if option 2 is taken. The justification for the carry over relating to each project is outlined in the report.

OPTIONS:

1. Adopt the recommendation.
2. Consider the uncompleted projects and resolve not to proceed with work that has not been commenced in 2019/20.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

Nil

11. MANAGEMENT REPORTS**11.1 SVC COMMUNITY STRENGTHENING GRANTS - 2020-2021**

REPORT AUTHOR: PROGRAM MANAGER
RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF

EXECUTIVE SUMMARY:

For Council to endorse the applications recommended for funding under the 2020/21 Community Strengthening Grant Program.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Community Strengthening Grants from the Program Manager.**
2. **Endorse the projects recommended for funding by the Community Strengthening Grant Assessment Panel, being:**
 - a) **Batlow Story Group (Batlow RSL) - \$10,000**
 - b) **Gilmore Progress Association - \$5,000**
 - c) **Khancoban United Volunteers Association (KUVA) – \$2,225**
 - d) **Tumut Regional Family Services - \$1,900**
 - e) **Tumbarumba Endurance Riders Club - \$8,900**
 - f) **Do It for Batlow - \$9,836**
 - g) **Tumut Schools as Community Centres - \$3,500**
 - h) **Tumorrana Recreation Hall - \$9,398**
 - i) **Adelong Community Enterprises - \$6,150**
 - j) **Batlow Apple Tree Learning Centre - \$10,000**
 - k) **Tumbarumba Historical Society - \$2,223**
 - l) **Tumut Golf Club - \$2,868**
 - m) **Brungle Tumut Local Aboriginal Lands Council - \$5,000**
 - n) **Rotary Club of Tumut - \$5,500**
 - o) **Rotary Club of Batlow - \$5,000**
 - p) **Camp Hudson Management Committee - \$10,000**

BACKGROUND:

Each financial year, Snowy Valleys Council in partnership with other organisations (Snowy Hydro and Heritage NSW) makes funds available under its Community Grants Program for local non-profit community groups and in some categories individuals. The aim of the program is to support a wide range of activities that supports and enhances community wellbeing. In 2020 this grants program includes the Heritage Grants, Capital Sport and Recreation Grants, and the Community Strengthening Grants.

In the previous years since the merger Snowy Valleys Council also contributed to the Tumbarumba Community Small Grants in partnership with Bendigo Bank Tumbarumba Branch and Hyne Community Trust. The 2019/2020 round of this grants program was the last for this grants program with both the Bendigo Bank and Hyne believing there was an opportunity for them to work together on larger projects for the Tumbarumba and surrounding communities as identified through community consultation.

Snowy Valleys Council has maintained its financial contribution from the former Tumbarumba Community Small Grants program by redirecting these funds to the Community Strengthening Grants and has opened this grants program for all of Snowy Valleys Council instead of there being two separate funding programs.

The Community Strengthening Grants aim to support the needs of the community by providing opportunities for community groups and organisations to identify and respond to local issues and needs by providing resources, funding and support in developing new, or building upon existing, projects and activities and to also create opportunities for enriched arts and cultural experience within the community. The Community Strengthening Grant Program support activities such as community development, arts, culture, events, sport and recreation and tourism.

The grant program opened on 15th June and closed on 24th July 2020.

REPORT:

Applications for the Community Strengthening Grants have been reviewed by the assessment panel on Friday 7th August. There were 35 applications received with \$269,568 of funds requested. The assessment panel have recommended the projects listed below be funded through the Community Strengthening Grant Program. Sixteen projects were funded through the grants round totalling the amount of \$97,500.

Applicant Name	Project Title	Funds Requested	Funds Recommended
Batlow Story Group (Batlow RSL)	Undefendable - the memoir of a town under fire	\$10,000	\$10,000
Gilmore Progress Association	Gilmore Hall Landscaping and Garden restoration	\$15,000	\$5,000
Khancoban United Volunteers Association (KUVA)	Upgrade KUVA Office	\$9,508	\$2,225
Tumut Regional Family Services	Buram-ba-birra Dhangaang (Share Food) - in Wiradjuri Language	\$3,100	\$1,900
Tumbarumba Endurance Riders Club	Easter 2021 Endurance 3 Day Event	\$10,000	\$8,900
Do It for Batlow	Weemala Walking and Riding Trails - Batlow Lookout	\$9,842	\$9,836
Tumut Schools as Community Centres	Sandpit with Shade Sail Cover	\$5,130	\$3,500
Tumorrana Recreation Hall	Upgrade of Kitchen Area	\$9,398	\$9,398
Adelong Community Enterprises	Internal Painting - Rustic Creations	\$6,150	\$6,150

Applicant Name	Project Title	Funds Requested	Funds Recommended
Batlow Apple Tree Learning Centre	Rubber soft fall baby play area	\$10,000	\$10,000
Tumbarumba Historical Society	Union Jack History Display	\$2,223	\$2,223
Tumut Golf Club	Digital Notice Boards	\$2,868	\$2,868
Brungle Tumut Local Aboriginal Lands Council	Dancing on Country	\$9,000	\$5,000
Rotary Club of Tumut	Snowy Valleys Cycle Challenge and All Together Adelong Festival	\$8,600	\$5,500
Rotary Club of Batlow	Batlow Womens Land Army Mural 2	\$5,428	\$5,000
Camp Hudson Management Committee	Roof replacement Camp Hudson	\$10,000	\$10,000
TOTAL		\$126,247	\$97,500

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

1.1.2 Support community projects by coordinating the delivery of SVC Community Grants

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Funding to enable community groups to identify and respond to local needs and issues.	Limited funds making some projects difficult to be delivered by the community group.
Environmental	Nil	Nil
Economic	Providing funds to allow community groups to deliver projects	Limited funds making some projects difficult to be delivered by the community group.
Governance	Council provides clear guidelines for the Community Grants Program	Minority of customers may not want to abide by the community grant guidelines

Financial and Resources Implications

The Community Strengthening Grants have allocated funds within the 20/21 financial year budget. This incorporates \$20,000 of funds provided by Snowy Hydro.

Costs and Benefits:

Funding to enable community groups to identify and respond to local needs and issues. Funding for projects which may never be able to undertaken without external funds.

Policy, Legal and Statutory Implications:

Community Strengthening Grants are delivered according to Snowy Valleys Community Grant Program Guidelines.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Council can choose not the fund the recommended projects and provide feedback to the assessment panel.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Applications were invited through advertising in traditional and digital media and on Council's website for the months of June and July.

Attachments

- 1 Applicant Summary - Community Strengthening Grants 20_21 (under separate cover) [⇒](#)

11. MANAGEMENT REPORTS**11.2 CITIES POWER PARTNERSHIP PROGRAM**

REPORT AUTHOR: EXECUTIVE DIRECTOR INFRASTRUCTURE
RESPONSIBLE DIRECTOR: CHIEF EXECUTIVE OFFICER

EXECUTIVE SUMMARY:

This report responds to a Mayoral Minute adopted at the Council meeting held on the 18 June, requesting that Council receive a report investigating the joining of the Cities Power Partnership Program.

In summary, the program aims to bring together mayors, councillors and communities to tackle climate change and commit to a sustainable, non-polluting energy future.

The program is currently represented by over 125 local governments and more than 300 towns and cities and rural shires across Australia.

The program comprises of 3 phases:

- Phase 1 - become a power partner
- Phase 2 - power up, partners have six months to select five key actions from the partnership pledge
- Phase 3: power on, partners report on progress against key actions in a six monthly survey. Partners

This report seeks the approval of Council to become a power partner and receive a further report committing to five key actions as detailed in this report. Noting that Council is already progressing significant sustainable energy initiatives including the upgrading of streetlights to LEDs, trialling of hybrid vehicles in its fleet and optimising the use of solar power on its facilities.

Being a partner in the Cities Power Program, will also support Councils Climate Change Adaptation initiative.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the Cities Power Partnership Program from the Executive Director Infrastructure**
2. **Endorse joining Cities Power Partnership Program**
3. **Authorise the Mayor to write to the Chief Executive Officer of the Cities Power Partnership Program, confirming Council's participation in the program, and acknowledging that Council will:**
 - a. **within 6 months, identify 5 items included in the Cities Power Partnership Pledge that Council will strive to achieve. (Noting that some projects already in the council pipeline could be included towards a council's pledge)**
 - b. **complete a 12 monthly online survey that provides the Climate Council with basic information on how Council are progressing on the 5 pledge items that Council selected**
 - c. **nominate a point of contact within Council that the Climate Council can liaise with on Cities Power Partnership Program matters, including contact details**

- d. **confirm that Council are willing to connect and collaborate with other local Councils to share knowledge**

4. Receive a further report for the adoption of 5 action items selected from the Cities Power Partnership Pledge

BACKGROUND:

At its meeting held on 18 June 2020, Council adopted Mayoral Minute M120/20 requesting that Council receive a report investigating the joining of the Cities Power Partnership.

8.2 CITIES POWER PARTNERSHIP PROGRAM - VERBAL

M120/20 RESOLVED:

THAT COUNCIL:

1. Receive a report investigating the joining of the Cities Power Partnership Program.

Cr James Hayes/Cr Cate Cross

CARRIED UNANIMOUSLY

REPORT:

The Climate Council's 'Cities Power Partnership' (CPP) seeks to celebrate and accelerate the emission reduction and clean energy successes of Australian towns and cities.

The CPP launched in early 2017, is a free national program that provides participants with exclusive access to domestic and international experts, an extensive online knowledge hub and Power Analytics tool, events with other local leaders and potentially exclusive access to small grants and renewable energy incentives as they become available.

The partnership also has a team dedicated to getting the clean energy successes of councils and communities publicised in the media and online.

The CPP consists of three main phases:

- Phase 1 - Become a Power Partner

Councils sign up to be a Power Partner and each Power Partner is buddied with two other local councils to knowledge share throughout the year. Power partners are profiled in national and local media, online and to the Climate Council's 200,000 members and supporters.

- Phase 2 - Power Up

Partners have six months to select five key actions from the partnership pledge ranging from renewable energy, efficiency, transport and advocacy. They must identify a point of contact within Council who will liaise with the Climate Council and work to implement their actions. Pledges are submitted by each partner and profiled online. Power partners and their local success stories will continue to be profiled in the media. Climate Councillors will travel to a range of communities across Australia to engage in community events and talk to councils.

More detail on the key actions is outlined in the information attached to this report.

- Phase 3 - Power On

Partners report on progress against key actions in a six-monthly survey. Partners access local and international knowledge and inspiration at the Power Partners Summit where Partners will be brought together to celebrate the high achieving towns and cities at the Power Partners Summit.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 3: Our Environment

Delivery Outcomes

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

Operational Actions

3.1.1 Continued focus on the utilisation of clean energy usage with Council

Financial and Resources Implications

There is no cost to join the program. Carrying out the five key actions will likely have financial and resource implications.

Consideration will be given to actions that fit within the CCP and have funding already budgeted.

Actions that fall outside of funded items will be reported separately to Council for approval.

Policy, Legal and Statutory Implications:

Nil policy, legal or statutory implications.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil risks associated with becoming a CCP partner.

Risks associated with future actions will be assessed separately.

OPTIONS:

Council may choose to:

- Endorse the recommendations to become a CCP partner.
- Endorse the recommendations to become a CCP partner with amendments
- Not proceed with the recommendation to become a CCP partner.

COUNCIL SEAL REQUIRED:

Not required.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Power partners are profiled in national and local media, online and to the Climate Council's 200,000 members and supporters.

Attachments

- 1 Cities Power Partnership - Information for Councils (under separate cover) ⇨

12. MINUTES OF COMMITTEE MEETINGS**12.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 05 AUGUST 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 – 05 August 2020**
- 2. Note the minutes of the Audit, Risk and Improvement Committee meeting held on 05 August 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 August meeting of the Audit, Risk and Improvement Committee the following items of particular note were discussed and considered:

- External Audit 30 June 2020 – Interim Management Letter
 - The external auditor presented the Interim Management Letter. There were no extreme issues, no high issues, seven medium issues and one low issue identified.
- Update on Progress of 2019/2020 Financial Statements
 - The year end audit is on schedule to be complete within specified time.
- Bushfire Recovery Update
 - Committee noted there was no need for further reports for bushfire recovery as the Council transitions recovery work to business as usual
- Action Report to ARIC
 - Committee endorsed four items to be closed out

- Committee endorsed four items to have proposed revised completion dates
- Audit Matrix Business Rules
 - Endorsed the business rules to be presented to Council for adoption
- Audit Matrix
 - Committee closed out eight items as complete
- Safety, Risk and Quality Committee Quarterly Update
 - The SRQ Committee meet twice in the quarter. Summary included insurance arrangements, Enterprise Risk Management Framework update, risk review and business continuity plan.
- Technology Services Future Direction
 - The report provided an overview of the history of information technology within Council, current strategies and the future vision for technology service delivery.
- Major Projects Program 2019/2020
 - An update on the Major Projects Program, inclusive of risks to major projects.
- Strategic Internal Audit Plan
 - The first internal audit to be undertaken for 2020-2021 will be Property Management
 - A committee workshop to be held for decisions regarding second audit for 2020-2021.
- Audit Risk and Improvement Committee Self-Assessment Results
 - A review of the Committees performance was undertaken using an anonymous survey sent to all Committee members.
 - Results were examined and discussed.
- Council Committees Framework and Implementation
 - The Audit, Risk and Improvement Committee is a Council Committee and therefore the framework applies to this Committee.
 - The development and implementation of the framework closes out items from internal audit undertaken in 2018.
 - Council Committees Policy and Operation Manual were presented to the Committee for feedback.
- 2019-2020 Operational Plan Fourth Quarter Update
 - Progress report demonstrates achievements for period ending 30 June 2020, noting in particular the impact of bushfires and the pandemic on Councils ability to progress and complete some actions.
- 2020-2021 Integrated Planning and Reporting Documents
 - The Committee discussed the Integrated Planning and Reporting Suite for 2020-2021.

- Audit, Risk and Improvement Committee Terms of Reference
 - Noted the adopted Terms of Reference SVC-TofR-006-05

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 2020/2021 is \$47,000 and includes member remuneration, training and the engagement of the internal auditor.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Council has established an Audit, Risk and Improvement Committee which functions under the 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 05 August 2020 (under separate cover) ⇨

12. MINUTES OF COMMITTEE MEETINGS**12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 1 JULY 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 (BDL) from Executive Director Community & Corporate.
2. Note the Minutes of the Batlow Development League meeting held on 1 July 2020
3. Note the following recommendation/s from the minutes:

That Council seek urgent access to the Batlow Cannery Site for contamination using current resources that are available through the Laing O'Rourke clean up in consultation with State Member of Wagga Wagga Dr. Joe McGirr.b) That Council meet with Laing O'Rourke and the owner of the Old Packhouse in Memorial Avenue, Batlow to discuss the future of the building.

4. Request that the CEO arrange for a letter to be sent to the Batlow Development League advising that:
 - a) Council has allocated funds to undertake an environmental assessment, spatial assessment and community engagement process in respect of the former Batlow Cannery site.
 - b) Matters relating to the "Old Packhouse" are matters for consideration by Laing O'Rourke and Public Works Advisory.

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 1 July 2020.

The Following items were discussed:

A) BUSINESS ARISING**a) Council Matters:**

- I. Revised that the Cannery site is not a community asset, the site is currently owned by Council and that Council will work with BDL for a master plan for the whole site.

- II. The Cannery Site was in the process of being cleaned up before the Dunns Road Fire, therefore does not fit the criteria for Laing O'Rourke clean up from the State Government.
- III. Speed Limit on Yellowin Road and removal of electrical substation. SVC to follow up.

b) GENERAL BUSINESS

- a) BDL has submitted an application for \$30K for Hides Park Sound Shell to be added to the Council fund to have the Shell completed.
- b) Council Business – Request to receive a Electronic copy
- c) Confusing speed signs on Batlow Road – BDL will monitor and report to Laing O'Rourke if needed.
- d) Council reported the RMS do not support the crossing where it is due to sight distance and they consider it being located uphill from the IGA. It is and that due to the increase in scope for the new site of the crossing it is unlikely that any other works would be completed as part of the CBD upgrade. Trying to establish a location and design for a crossing would be a lengthy process with RMS
- e) concerns about safety of the Old Packhouse from fire damage, asbestos and a previous chemical spillage of 24-D. If not looked at now it will become a problem for the town, SVC and the owner, as it is contaminated. Discussion resulted and a letter is to be written to council as a matter of urgency.
- f) Petrol Station on Batlow Road will be cleared to ground level
- g) Former Packhouse Offices is technically a dangerous building with broken glass in windows falling onto the pavement/flagpole.
- h) R Billings & T Billings met with Maj. Gen A J Hocking (National Bushfire Recovery Agency)
- i) Ciderfest will receive DNSW funding to the value of \$30K for 2021.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.6 Council builds strong relationships with other organisations to advocate for our communities

Operational Actions

4.6.1 Provide governance and risk support to volunteers and section 355 committees

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes - Batlow Development League - 1 July 2020 (under separate cover) [⇨](#)

13. 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.

13.1 BATLOW CANNERY - VARIATION TO EXISTING LEASE

Item 13.1 is confidential under the Local Government Act 1993 Section 10A 2 (a) and (d)ii as it relates to personnel matters concerning particular individuals (other than councillors) and 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.