



SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
10 DECEMBER 2020

THE MEETING WILL BE HELD AT 2.00PM
IN THE VIA 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 Councils website;

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



Thursday 10 December 2020
Snowy Valleys Council Chambers
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 Cr Cate Cross 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

External Auditor Brad Bohun from CroweHorwath will phone in to address Council on Report 10.1 Presentation of the 2019-2020 Annual Financial Statements.

5. CONFIRMATION OF MINUTES

- 5.1 ORDINARY MEETING - 19 NOVEMBER 2020 4
- 5.2 BUSINESS ARISING

6. CORRESPONDENCE/PETITIONS

7. NOTICE OF MOTION/NOTICE OF RESCISSION

8. MAYORAL MINUTE

NIL

9. URGENT BUSINESS WITHOUT NOTICE

10. GOVERNANCE AND FINANCIAL REPORTS

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13. CONFIDENTIAL

14. MEETING CLOSURE



SNOWY VALLEYS COUNCIL
LEAVE OF ABSENCE

General Manager
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:10th December 2020.....

I will be absent for the following reason/s:

.....Medical appointment in Wagga.....
.....
.....
.....

Yours faithfully

A handwritten signature in black ink that reads "Kate Cross". The signature is written in a cursive style with a large initial "K".

(Councillor Signature)

.....Kate Cross.....

Print Name

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 19 November 2020

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 19 November 2020 be received and confirmed as an accurate record

THE MINUTES OF THE COUNCIL MEETING HELD IN THE VIA VIDEO LINK, ON THURSDAY 19 NOVEMBER 2020 COMMENCING AT 2.01pm

PRESENT: Councillor John Larter (Chair), Councillor Andrianna Benjamin, Councillor Cate Cross, Councillor Julia Ham, Councillor Margaret Isselmann, 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 Deputy Mayor, Cr John Larter.

2. APOLOGIES

A Leave of Absence was received from the Mayor, Cr James Hayes for the 19 November 2020 Council meeting.

M261/20 RESOLVED:

That the Leave of Absence received from the Mayor, Cr James Hayes be received and granted.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Cr Andrianna Benjamin declared a non-significant non-pecuniary interest in relation to report '11.6 DA2020/0247 Proposed dwelling with attached garage/shed – Bombowlee Avenue, Bombowlee' due having a professional relationship and employed the applicant in the past and will remain in the room during discussion and for the vote.

Cr Margaret Isselmann declared a non-pecuniary interest in relation to report '10.08 Dissolve the Tumbarumba Men's Shed Committee due to being a member of Batlow Rotary and will not remain in the room during discussion and not vote.

4. PUBLIC FORUM

Todd Arentz and Michael Gray addressed the Councillor Workshop prior to the meeting in regard to report '11.6 DA2020/0247 Proposed dwelling with attached garage/shed – Bombowlee Avenue, Bombowlee'.

5. CONFIRMATION OF MINUTES**M262/20 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 15 October 2020 be received.

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

M263/20 RESOLVED:

That the Minutes of the Ordinary Policy & Strategy Meeting held on 29 October 2020 be received.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

Updates were provided on specific matters as requested.

6. CORRESPONDENCE/PETITIONS

Nil.

7. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil.

8. MAYORAL MINUTE

Nil.

9. URGENT BUSINESS WITHOUT NOTICE

Nil.

10. GOVERNANCE AND FINANCIAL REPORTS**10.1 ANNUAL REPORT 2019-20****M264/20 RESOLVED:**

THAT COUNCIL:

1. Receives and adopts the draft Snowy Valleys Council Annual Report 2019-20;
2. Council's 2019-20 Audited Financial Statements be attached to, and form part of, the adopted Annual Report 2019-20 once they are finalised;

3. Approve a copy of the 2019-20 Annual Report be placed on Council's website and submitted to the Office of Local Government by 31 December 2020.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

10.2 DELEGATION OF AUTHORITY TO SIGN "STATEMENT BY COUNCIL ON ITS OPINION OF THE ACCOUNTS" FOR THE 2019/20 ANNUAL FINANCIAL STATEMENTS

M265/20 RESOLVED:

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

- 1 That its 2019/20 Annual Financial Statements:
 - a. Are in accordance with the Local Government Act 1993 (as amended and the Regulations made there under);
 - b. Are in accordance with the Australian Accounting Standards and Professional Pronouncements;
 - c. Are in accordance with the Local Government Code of Accounting Practice and Financial Reporting;
 - d. Present fairly the Council's 2019/20 operating result and financial position;
 - e. Are in accordance with Council's accounting and other records; and
 - f. Council is not aware of any matter that would render this report false or misleading in any way.
- 2 To delegate authority to the Mayor, Deputy Mayor, Chief Executive Officer (General Manager) and the Responsible Accounting Officer to sign the 'Statement by Council on its Opinion of the Accounts' (clause 215 of the Local Government General Regulation).
- 3 That the Chief Executive Officer (General Manager) be 'authorised to issue' the 2019/20 accounts immediately upon receipt of the auditor's report.
- 4 To invite Council's Auditor to attend the December Ordinary Council Meeting to present the 2019/20 Financial Reports.

Cr Cor Smit/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.3 AUDIT RISK AND IMPROVEMENT COMMITTEE ANNUAL REPORT 2019-2020**M266/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report for the Audit Risk and Improvement Committee Annual Report for the reporting period 2019-2020.
2. Note the Audit Risk and Improvement Committee Annual Report for the period 2019-2020.

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY**10.4 AUDIT RISK AND IMPROVEMENT COMMITTEE MEMBERSHIP 2021****M267/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Audit Risk and Improvement Committee Membership 2021;
2. Accept the resignation of Glenyce Francis as the Chairperson of the Audit Risk and Improvement Committee effective from 31 March 2021;
3. Appoint Stephen Walker as the Chair of the Audit Risk and Improvement Committee from 01 April 2021 until 31 March 2024;
4. Appoint Carolyn Rosetta-Walsh as independent member of the Audit Risk and Improvement Committee from 01 April 2021 until 31 March 2024;
5. Formally acknowledge Glenyce Francis's contribution as outgoing Chair.

Cr Cate Cross/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY**M268/20 RESOLVED** to move into the Committee of the Whole.

Cr Cor Smit/Cr Julia Ham

CARRIED UNANIMOUSLY**M269/20 RESOLVED** to move out of the Committee of the Whole.

Cr Bruce Wright/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

10.5 FUTURE DIRECTION OF COUNCIL COMMITTEES**M270/20 RESOLVED:**
THAT COUNCIL:

1. Receive the report on the Future Direction of Council Committees;
2. Endorse the revised Council Committees Policy SVC-GOV-PO-109-01 for public exhibition for a further 56 days;
3. Endorse the revised Council Committees Operations Manual SVC-GOV-Gdl-028-01 for public exhibition for a further 56 days;
4. Endorse the Committee Check List SVC-GOV-F-188-01 for public exhibition for 56 days;
5. Endorse the External Grant Funding Notification Form SVC-GOV-F-189-01.
6. Endorse the future direction for Council Committees as per the following table:

Committees	Recommendation
Batlow Development League	To dissolve by June 2021
Camp Hudson Management	To dissolve by June 2021
Christmas in Tumut	To dissolve by June 2021
Festival of Falling Leaf	To dissolve by June 2021
Khancoban United Volunteers Association	To dissolve by June 2021
Rock the Turf	To dissolve by June 2021
Rosewood Community Shed	To dissolve by June 2021
Talbingo Progress Association	To dissolve by June 2021
Tumut District Community Transport	To dissolve by June 2021
Tumbarumba Historical Society	To dissolve by June 2021
Children's Committee	To dissolve by June 2021
Friends of Stockwell Gardens	To dissolve by June 2021 and establish as a volunteer group
Tumbarumba Friends of the Library	To dissolve by June 2021 and establish as a volunteer group
Disability Inclusion Access Reference Group	To remain an Advisory Committee with the dissolution of the sub-committee Community Welfare Committee
Glenroy Heritage Reserve	To remain a Community Committee with the dissolution of the sub-committee Pioneer Women's Hut
Tumbarumba RSL Memorial Hall	To convert to an Advisory Committee

Adelong Showground	To remain a Community committee
Tooma Recreation Reserve	To remain a Community committee
Aboriginal Liaison	To remain an Advisory Committee
Audit Risk and Improvement	To remain an Advisory Committee
Australia Day	To remain an Advisory Committee
Chief Executive Review	To remain an Advisory Committee
Tumut Aerodrome	To remain an Advisory Committee
Youth Council – Tumut and Tumbarumba	To remain an Advisory Committee
Tumut Saleyards	To be dissolved as per previous resolution M84/20 16/04/2020
Regional Health Services	To be dissolved as per resolution M266/18 27/09/2018
Climate Change Adaptation	To be established as per resolution M223/20 17/09/2020

7. Note the extensive support offered by Council to facilitate the transition to alternative governance and operational models for those committees to be dissolved.
8. Workshop the matter about the addition of a Tumut Wetlands/Riverwalk Committee providing detail around the possible governance arrangements that are available to Council and consistent with our current governance framework and assess whether a further report be provided to Council.

Cr Cor Smit/Cr Julia Ham

Division

For

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

Against

Cr Benjamin

8/1

CARRIED

10.6 DISSOLVE THE TUMBATREK COMMITTEE**M271/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Dissolve the Tumbatrek Committee;
2. Dissolve the Tumbatrek Committee and remove from the master "List of Committees" as the committee is no longer active;
3. Note that the ongoing coordination of the Tumbatrek event is undertaken by Council's Place Activation Team;
4. Continue to actively engage with the community through a Council Working Group to ensure the event continues as an opportunity for both councillors and community to advocate for community needs in the Snowy Valleys in an open and less formal conversation.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY**10.7 DISSOLVE THE TUMUT COMMUNITY GARDENS COMMITTEE****M272/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Dissolve the Tumut Community Gardens Committee;
2. Dissolve the Tumut Community Garden Committee and remove from the master "List of Committees";
3. Establish the group Tumut Community Gardens as a volunteer working group;
4. Acknowledge the contribution of the members of the Tumut Community Gardens Committee since its inception in 2009.

Cr Cor Smit/Cr Margaret Isselmann

CARRIED UNANIMOUSLY**10.8 DISSOLVE THE TUMBARUMBA MEN'S SHED COMMITTEE****M273/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Dissolve the Tumbarumba Men's Shed Committee;
2. Dissolve the Tumbarumba Men's Shed Committee and remove from the master "List of Committees";
3. Approve the donation of all monies held in the three Tumbarumba Men's Shed accounts that equate to \$3542.48 as of 30 October 2020 to the newly formed Tumbarumba Men's Shed Inc.;

4. Approve the donation of all non-fixed assets valued at \$25,301 as of 30 October 2020 to the newly formed Tumbarumba Men's Shed Inc.;
5. Establish a formal arrangement with the Tumbarumba Men's Shed Inc. for the use of the Council facility located at the Tumbarumba Showground currently in use by the Tumbarumba Men's Shed Committee;
6. Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contributions to our community;
7. Authorise the Chief Executive Officer to prepare and execute a deed of release to finalise asset transfer.

Cr Bruce Wright/Cr Cate Cross

CARRIED UNANIMOUSLY

10.9 DISSOLUTION OF SVC CHILDREN'S SERVICES COMMITTEE

M274/20 RESOLVED:

THAT COUNCIL:

1. Receive the report on Dissolution SVC Children's Services Committee.
2. Determine to dissolve the SVC Children's Services Committee as a committee of Council.

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

10.10 COMMITTEES AND NOMINATION OF DELEGATES FOR 2020/2021

M275/20 RESOLVED:

THAT COUNCIL:

1. Receive the report on Committees and Nomination of Delegates for 2020/21;
2. Confirm Councillor delegates and alternate delegates to each of the Committees as detailed below;
3. Advise each committee of their Councillor and/or staff delegate for the 2020/21 period.

Cr Bruce Wright/Cr Cor Smit

CARRIED UNANIMOUSLY



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Section 355 Committees	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Note
Adelong Showground Committee	Management of Adelong Showground.	Cr John Larter - Deputy Mayor (Cr Julia Ham)	Manager Technical Services	As required	
Glenroy Heritage Reserve Committee	Care, control and management of the Glenroy Heritage Reserve, including letting, cleaning, maintenance and operations and the purchase of furniture and furnishings.	Cr Julia Ham (Cr Margaret Isselmann)	Tourism Officer	Quarterly	
Tooma Recreation Reserve Committee	Management of Tooma Recreation Reserve	Cr Bruce Wright (Cr Julia Ham)	Manager Technical Services	Monthly	
Batlow Development League	<p>The objectives of the Committee is:</p> <ul style="list-style-type: none"> To provide civic leadership to the Batlow community To stimulate the ongoing economic community, social and cultural prosperity of the community of Batlow and its environs. <p>Sub-committees are:</p> <ul style="list-style-type: none"> Batlow Apple Blossom Festival Ciderfest 	Cr Cor Smit (Cr Margaret Isselmann)	Executive Director Community & Corporate	Monthly	Resolution M270/20 19/11/20 – To dissolve by June 2021
Camp Hudson Management Committee	Assist Council to comply with the terms and conditions of the Licence with the National parks and Wildlife Service.	Cr John Larter - Deputy Mayor (Cr Julia Ham)	Manager Technical Services	As required	Resolution M270/20 19/11/20 – To dissolve by June 2021
Christmas in Tumut Committee	To promote Christmas in the Tumut Region with the objective of being responsive to community needs.	Cr Andrianna Benjamin (Cr Cate Cross)	Community Development Officer	As required	Resolution M270/20 19/11/20 – To dissolve by June 2021
Festival of the Falling Leaf Committee	To plan, organise and deliver a quality annual festival event that provides a high value festival experience for both the community and visitors to the region.	Cr Margaret Isselmann (Cr Cate Cross)	Events Activation Officer	Fortnightly	Resolution M270/20 19/11/20 – To dissolve by June 2021



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Section 355 Committees	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Note
Friends of Stockwell Gardens Committee	Assist and advise Council with maintenance and improvement to Stockwell Park.	Cr Geoff Pritchard (Cr Cor Smit)	Manager Utilities, Openspace & Facilities	Annually	Resolution M270/20 19/11/20 – To dissolve by June 2021 and establish as a volunteer group.
Khancoban United Volunteers Association Committee	Encourages participation in the community for residents and members of all committees.	Cr Cor Smit (Cr Julia Ham)	Economic Development Officer	Monthly	Resolution M270/20 19/11/20 – To dissolve by June 2021
Rock the Turf Committee	Plan, organise and deliver a quality annual festival event within an approved budget for the Snowy Valleys Council Region that provides a high value festival experience for both the community and visitors to the region.	Cr Cate Cross (Deputy Mayor - Cr John Larter)	Events Activation Officer	Quarterly	Resolution M270/20 19/11/20 – To dissolve by June 2021
Rosewood Community Shed Committee	Manage the facility known as the “old fire shed” for the community of Rosewood.	Cr Bruce Wight (Cr Julia Ham)	Manager Technical Services	Quarterly	Resolution M270/20 19/11/20 – To dissolve by June 2021
Talbingo Progress & Ratepayers Association	Provide civic leadership to the Talbingo community as well as stimulate the ongoing economic community, social and cultural prosperity of the community of Talbingo and its environs	Cr Cate Cross (Cr Margaret Isselmann)	Chief Executive Officer	Monthly	Resolution M270/20 19/11/20 – To dissolve by June 2021
Tumbarumba Friends of the Library	To assist and encourage enhancement of the Tumbarumba Library and to raise funds to assist in the development of resources within the library.	Cr Cor Smit (Cr Julia Ham)	Manager Customer & Technology	Bi-Annually	Resolution M270/20 19/11/20 – To dissolve by June 2021 and establish as a volunteer group
Tumbarumba Historical Society	To preserve Tumbarumba and district's history and the management and running of the Tumbarumba Museum	Cr Bruce Wright (Cr Julia Ham)	Coordinator Place and Activation	As required	Resolution M270/20 19/11/20 – To dissolve by June 2021



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Section 355 Committees	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Note
Tumut District Community Transport Service	To provides transport for people in our Communities, who are <i>frail aged</i> , people who have a <i>disability</i> , and for their <i>carers</i> .	Cr John Larter - Deputy Mayor (Cr Cate Cross)	Manager Community Services	Monthly	Resolution M270/20 19/11/20 – To dissolve by June 2021



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Internal Advisory Committees	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Notes
Aboriginal Liaison Committee	To provide a forum for discussion between Council and the Aboriginal Community of the Tumut area on key issues.	Cr Geoff Pritchard (Cr Cate Cross)	Community Development Officer	Bi-monthly - 3 rd Wednesday commencing at 10am	
Audit, Risk & Improvement Committee	To provide independent assurance and assistance to the Snowy Valleys Council on risk management, control, governance and external accountability responsibilities.	Cr Cate Cross Cr John Larter - Deputy Mayor (no alternate delegate required)	Coordinator Governance and Risk.	Quarterly – 1 st Wednesday commencing at 10am	
Australia Day Committee	To organise Australia Day celebrations within the Council area and to select recipients of the Awards and places of celebration.	Cr Andrianna Benjamin Cr Bruce Wright (Cr Cross then Cr Ham)	Event Activation Officer	As required between November and January each year.	
Chief Executive Officer Review Committee	To conduct the performance review of the Chief Executive Officer and to recommend to Council any changes to the Chief Executive Officer's remuneration.	Mayor - Cr James Hayes Deputy Mayor - Cr John Larter Cr Cate Cross Cr Andrianna Benjamin Cr Bruce Wright	Chief Executive Officer	This Committee meets as required – called by the Mayor Cr James Hayes and meet at least once annually to conduct the performance review of the Chief Executive Officer.	
Climate Change Adaptation Committee		Cr Geoff Pritchard (Cr Cate Cross)	Executive Director Community & Corporate		New Committee Adopted by Council 17/09/20
Disability Inclusion Access Reference Group Committee	<ul style="list-style-type: none"> Provide feedback to Council on the actions out of the Disability Inclusion Action Plan (DIAP) Provide a forum for discussion for achieving actions out of the DIAP Assist and encourage 	Cr Cate Cross (Cr Julia Ham)	Manager Community Services.	Monthly – 4 th Thursday commencing at 11am	

2020/2021 LIST OF COMMITTEES AND THEIR DELEGATE

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Adopted: 19/11/2020 M275/20

Minutes of the Meeting of the Snowy Valleys Council held in the Via Video Link on Thursday 19 November 2020

Mayor

Chief Executive Officer



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Internal Advisory Committees	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Notes
	enhancement of services, facilities and activities within the Council region to include people who have disabilities.				
Tumut Aerodrome Committee	To advise Council on all aspects of Tumut Aerodrome.	Cr John Larter (Cr Julia Ham)	Survey & Design Engineer	Quarterly – 2 nd Tuesday commencing at 5.30pm	
Tumbarumba RSL Memorial Hall Management Committee	Management of the RSL community Hall and facilities	Cr Bruce Wright (Cr Julia Ham)	Manager Technical Services	Bi-Annually	
Youth Council – Tumut and Tumbarumba	To provide a forum for consultation between Council and the youth of the local area	Cr Cate Cross Cr Bruce Wright (Cr Andrianna Benjamin)	Community Development Officer	Bi-Monthly Tumut-1 st Wednesday commencing at 4.30pm. Tumbarumba-4 th Wednesday commencing at 4.00pm.	
Regional Health Services Committee (adopted 27/9/2018 Res. No. M266/18)	To engage, support and advocate for appropriate and sustainable health services across SVC and to provide recommendations to Council to assist where possible.	Cr Cate Cross	Executive Director Community & Corporate	Quarterly	Resolution M266/20 27/09/2020. Future Report to be presented to council to dissolve Committee
Tumut Saleyard Committee	To advise Council on Tumut Saleyards	Cr John Larter (Cr James Hayes)	Coordinator Open Space & Facilities.	2 nd Monday every 4 months commencing at 5.30pm or as required	Resolution M84/20 16/4/20 - Report to dissolve Committee to be presented to Council once agreement is finalised.



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Operational Committees	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Notes
Consultative Committee (Operational)	<ul style="list-style-type: none"> Provide a forum for consultation between the Chief Executive Officer and Council employees; Positively cooperate in workplace reform to enhance efficiency and productivity and to provide employees with access to career opportunities and fulfilling, varied and well paid work; and Act as an advisory committee to provide input into Council decisions. 	N/A	Coordinator People and Culture	Bi monthly	
Safety, Risk and Quality Committee (Operational)	To oversee implementation of the Enterprise Risk Management and Work Health and Safety strategies corporate governance and supervisory responsibilities.	N/A	Risk Management Officer	Quarterly	



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

Working Groups	Committee Function	Councillor Delegate (Alternate)	Staff Delegate	Meeting Frequency	Notes
Friends of Tumut Wetlands Volunteer Working Group	To volunteer at the Wetlands in accordance with the Volunteer Policy and associated procedures	Cr Geoff Pritchard (Cr Cor Smit)	Coordinator Open Space & Facilities	As required	
Pratt Foundation Steering Group (Adopted 22/3/18 M053/18)	Expedite a partnership for the construction of a community asset to service the Tumut Community.	Clr James Hayes - Mayor/councillors	Chief Executive Officer		
Snowy Valleys Community Grants Assessment Panel		Clr James Hayes - Mayor Clr John Larter - Deputy Mayor Cr Bruce Wright	Program Manager	As required	In accordance with the Community Grants Policy - SVC-ComDev-PO-055
Tumbarumba Showground User Group	Liaise with various users of the facility	Cr Bruce Wright (Cr Julia Ham)	Manager Technical Services	As required	
Tumut Community Gardens Volunteer Working Group	To form a community group who are interested in gardening.	Cr Geoff Pritchard (Cr Cate Cross)	Manager Utilities, Openspace & Facilities		Resolved 19/11/2020 to change to Volunteer Working Group.
Tumut Railway Station Precinct Volunteer Working Group	To volunteer at the Tumut Railway Station Precinct in accordance with the Volunteer Policy and associated procedures.	Cr Geoff Pritchard (Cr Cor Smit)	Coordinator Open Space & Facilities	As required	



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

External Committees with Council Representation	Committee functions	Councillor Delegate (Alternate)	Staff Delegate	Notes
Adelong Progress Association	<ul style="list-style-type: none"> To provide civic leadership to the Adelong community To stimulate the ongoing economic community, social and cultural prosperity of the community of Adelong and its environments 	Cr John Larter - Deputy Mayor (Cr Cor Smit)	Chief Executive Officer	
Brindabella Economic Link Group		Cr James Hayes - Mayor (Cr Cate Cross)	Executive Director Community and Corporate	
Canberra Region Joint Organisation (CRJO)		Cr James Hayes - Mayor	Chief Executive Officer	
Children's Services Committee - Snowy Valleys (Resolved 19/11/20 – to move from Advisory Committee)	To provide a mechanism to engage providers of Children Services in the SVC area	Cr Julia Ham (Cr Cate Cross)	Manager Community Services	
CRJO Regional Waste & Resource Recovery Group	Implement key actions from the Regional Waste Action Plan 2018-2036.	N/A	Manager Utilities and Waste Business	
CRJO Procurement Working Group	To examine options for regional procurement projects identified in the strategic plan (including revaluations).	N/A	Coordinator Management Accounting	
CRJO Finance Working Group	Determine an implementation program for the new accounting standards, including asset revaluation changes	N/A	Chief Financial Officer	
CRJO IPR Group	Implement agreed actions on CRJO strategic planning priorities and projects.	N/A	Coordinator Communications and Engagement	



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

External Committees with Council Representation	Committee functions	Councillor Delegate (Alternate)	Staff Delegate	Notes
CRJO Infrastructure working group	Determine and review strategic infrastructure across the CRJO region; identify infrastructure across the region that is critical in emergency/disaster situations. Review infrastructure prospectus documents for advocacy.	N/A	Executive Director Infrastructure	
CRJO Economic Development working group	Identify regional strategic economic opportunities and implement adopted strategies.	N/A	Coordinator Place & Activation	
Eastern Riverina Arts	Encourage participation and development of local art and cultural activities	n/a	Executive Director Community & Corporate	
Floodplain Risk Management Committee – Adelong –	The purpose of the committee is to: <ul style="list-style-type: none"> • Provide a forum for discussion of issues (technical, social, environmental and cultural) relevant to the development and implementation of a Floodplain Risk Management Plan for Adelong. • Provide advice and recommendations on matters relevant to the development and implementation of a Floodplain Risk Management Plan for Adelong 	Cr John Larter (Cr Cor Smit)	Coordinator Growth and Development	IN RECESS
Forest Industries Council		Cr Bruce Wright (Cr Julia Ham)		
Interagency Forum (Resolved 19/11/20 - to move from working group)	Forum for welfare agencies to share information	Cr Cate Cross Cr Margaret Isselmann	Manager Community Services	
Joint Regional Planning Panels	To determine 'regionally significant' development applications (Das) and certain other Das and modification applications act as the relevant planning authority (RPA) when directed undertake rezoning reviews, provide advice on other planning and development matters when requested	Cr Geoff Pritchard (Cr James Hayes - Mayor)	Executive Director Community & Corporate	



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

External Committees with Council Representation	Committee functions	Councillor Delegate (Alternate)	Staff Delegate	Notes
Local Emergency Management Committee	To review emergency management arrangements on a regular basis to keep them current and to provide coordination between emergency response units.	Cr John Larter (Cr James Hayes - Mayor)	Chairperson: Chief Executive Officer. LEMO: Manager Technical Services Deputy LEMO: Executive Director Infrastructure	
Local Health Advisory Committee – Tumut		Cr Cate Cross - as nominated by MLHD		
Local Health Advisory Committee – Tumbarumba		Cr Julia Ham (Cr Bruce Wright) – seek clarification from MLHD	Co-ordinator Place Activation as nominated by MLHD	
Local Traffic Committee	This Committee is a statutory requirement and its objectives are to consider proposals for changes in traffic arrangements, review existing traffic arrangements and seek to implement safer road usage for the public within the Snowy Valleys Council.	Cr Margaret Isselmann (Cr Bruce Wright)	Roads Safety Officer	
Mannus Correctional Centre Community Consultative Committee	To assist them with public consultation and planning for activities involving inmates at Mannus and to encourage the involvement of the local community in correctional programs.	Cr Bruce Wright (Cr Cor Smit)	Manager Growth & Activation	
Riverina Highlands Zone Bush Fire Management Committee	This Committee is a Statutory Committee under the Rural Fires Act.	Cr Cor Smit (Cr Julia Ham)	Manager Technical Services	
Riverina Highlands Zone Rural Fire Service Liaison Committee	To oversee policies and procedures relating to the Rural Fire Service and attend to requirements of the Rural Fire Service volunteers.	Cr Cor Smit (Cr Julia Ham)	Manager Technical Services	
Riverina Regional Library Service Committee	To advise the Councils on matters of library, information management networks and research, records management and archiving policy.	Cr Cate Cross (Cr Margaret Isselmann)	Manager Customer & Technology	

2020/2021 LIST OF COMMITTEES AND THEIR DELEGATE

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Adopted: 19/11/2020 M275/20



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

External Committees with Council Representation	Committee functions	Councillor Delegate (Alternate)	Staff Delegate	Notes
Riverina / Murray Regional Weeds Committee	These committees are managed as a sub-committee of NSW Local Land Services	Cr Julia Ham (Cr James Hayes - Mayor)	Manager Growth & Activation	
RMS Consultative Committee	To liaise with other Councils in the region to determine distribution of Roads and Traffic Authority funding.	Cr Bruce Wright (Cr John Larter – Deputy Mayor)	Executive Director Infrastructure	
Snowy 2.0 - State and Regional Coordination Group	Coordinate regional prioritisation around Snowy 2.0	n/a	Chief Executive Officer	
Softwoods Working Group	To see improved road and bridge infrastructure provided throughout Snowy Valleys Council Shire Council area and the region in general	Cr James Hayes – Mayor Cr Bruce Wright (Cr Julia Ham)	Coordinator Place Activation	
South East Australian Transport Strategy Inc	Implementation and development of a transport strategy for SE Australia Lobby government for funding	n/a	Executive Director Community & Corporate	
South West Regional Waste Management Group	To manage the Bald Hill Waste dumping facility.	Cr John Larter – Deputy Mayor (Cr Cate Cross)	Manager Utilities and Waste Business	
Tumut Chamber of Commerce		Cr Cate Cross (Cr Andrianna Benjamin)	Manager Growth & Activation	
Tumbafest Committee		Cr Julia Ham (Cr Bruce Wright)	Tourism Officer	
Tumbarumba Chamber of Commerce		Cr Julia Ham (Cr John Larter – Deputy Mayor) (Cr Bruce Wright)	Coordinator Place Activation	

2020/2021 LIST OF COMMITTEES AND THEIR DELEGATE

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Adopted: 19/11/2020 M275/20



2020/2021 LIST OF COMMITTEES AND THEIR DELEGATES

External Committees with Council Representation	Committee functions	Councillor Delegate (Alternate)	Staff Delegate	Notes
Visy Community Consultative Committee	Committees functions is to:- <ul style="list-style-type: none"> • Monitor compliance with the conditions of development consent. • Monitor the environmental, social and economic impacts of the mill. • Act as an interface between the local community and Visy. • Review complaints. • Comment on any development proposals by Visy • Appoint community representatives to the VCCC. 	Cr James Hayes - Mayor (Cr John Larter - Deputy Mayor)	Executive Director Community & Corporate	

10.11 BUSHFIRE LOCAL ECONOMIC RECOVERY FUNDING**M276/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the projects being put forward for application for the Bushfire Local Economic Recovery Fund;
2. Note the projects from the Advocacy Plan being put forward for application for the Bushfire Local Economic Recovery Fund;
3. Approve the applications for funding for the Reparation of Bushfire Impacted Roads, Khancoban Pool Amenity Upgrade and the Batlow Pool Upgrade through the Bushfire Local Economic Recovery Funding program.

Cr Andrianna Benjamin/Cr Geoff Pritchard

CARRIED UNANIMOUSLY**10.12 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2020****M277/20 RESOLVED:**

THAT COUNCIL:

1. Receive and adopt the 1st Quarter Budget Review as at 30 September 2020 from the Chief Financial Officer;
2. Adopt the Revenue, Expenditure and Capital Budget adjustments as noted in the attached 1st Quarter Budget Review.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY**10.13 STATEMENT OF INVESTMENTS - OCTOBER 2020****M278/20 RESOLVED:**

THAT COUNCIL:

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

Cr Margaret Isselmann/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.14 FINANCIAL REPORT - SEPTEMBER 2020**M279/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on financial performance as at 30 September 2020.

Cr Julia Ham/Cr Cor Smit

CARRIED UNANIMOUSLY

10.15 QUARTERLY NCIF/SCF GRANTS REPORT FOR PERIOD ENDING 31 OCTOBER 2020**M280/20 RESOLVED:**

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 October 2020.

Cr Margaret Isselmann/Cr Julia Ham

CARRIED UNANIMOUSLY

11. MANAGEMENT REPORTS**11.1 CITIES POWER PARTNERSHIP PLEDGE - ADOPTION OF 5 ACTIONS****M281/20 RESOLVED:**

THAT COUNCIL:

1. Receive this report on Phase 2 The Cities Power Partnership Program to select 5 key actions from The Partnership Pledges;
2. Endorse the selection of the following 5 key actions from The Partnership Pledges:
 - a. Renewable Energy - Install renewable energy (solar PV and battery storage) on Council buildings
 - i. Deliverable - continue with the installation of solar photovoltaic systems on Council owned buildings and facilities as deemed feasible
 - b. Energy Efficiency - roll out energy efficient lighting across the municipally
 - i. Deliverable - upgrade streetlights across the municipality with LEDs.

- c. Sustainable Transport - ensure Council fleet purchases meet strict greenhouse gas emission requirements and support the uptake of electric vehicles
 - i. Deliverable - ensure Council maintains a modern fleet that complies with the relevant greenhouse gas emission requirements and investigate options for introducing an electric pool vehicle into the fleet for travel between the Tumbarumba and Tumut Offices
- d. Sustainable Transport - support cycling through provision of adequate cycle lanes, bike parking and end-of-ride facilities
 - i. Deliverable - development of a Walking and Cycling Masterplan for the SVC Region for the development of existing and proposed trails and cycleways in Snowy Valleys Council
- e. Work Together and Influence - support the local community to develop capacity and skills to tackle climate change
 - i. Deliverable - establish a Climate Change Adaptation Advisory Committee to develop a 10 year plan to guide the Council and the community towards net-zero emissions and prepare our community for the impacts of climate change

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY

11.2 ROADSIDE BIN HARMONISATION

M282/20 RESOLVED:

THAT COUNCIL:

1. Receive this report on Roadside Bin Harmonisation;
2. Approve proceeding with Roadside Bin Harmonisation Project inclusive of the supply of approximately 10,000 new branded red and yellow lid mobile garbage bins for a total value in the order of \$500,000 as described in this report and summarised below:
 - a. replace the 13 year old former Tumut Shire Council 120 litre general waste bin with a new Snowy Valleys Council branded 140 litre red lid bin.
 - b. replace the 25 year old former Tumut Shire Council 240 litre green lid recycling bin with a new Snowy Valleys Council branded 240 litre yellow lid bin.
 - c. replace the 13 year old former Tumbarumba Shire Council 140 litre green lid general waste bin with a new Snowy Valleys Council branded 140 litre red lid bin.

- d. rebrand the former Tumbarumba Shire Council branded 240 litre yellow lid recycling bins with a sticker that matches the new bins. The current bin is only 7 years old and does not require replacement for several years.
3. Note that the new bins will be procured through the NSW Local Government Procurement Partnership services arrangements under Section 55(3) of the Local Government Act;
4. Delegate the Chief Executive Officer to negotiate and approve the procurement of the bins and stickers for the roadside bin harmonisation project as referred to in item 2 above.

Cr Cor Smit/Cr Geoff Pritchard

CARRIED UNANIMOUSLY

11.3 PROPOSAL FOR THE DECLARATION OF NEW OFF LEASH AREAS

M283/20 RESOLVED:

THAT COUNCIL:

1. Receive the report on the Proposal to Declare new Off-Leash Areas
2. Determine to give notice of Intention to Declare new Off-Leash areas in the places listed below:
 - a) Bi-Centennial Park (Tumbarumba)
 - b) Reedy Creek Park (Batlow)
 - c) Golden Gully (Adelong)
3. That the notice of Intention to Declare new Off-Leash areas seeks submissions from the public for a period of 3 months, concluding in February 2021.

Cr Cor Smit/Cr Julia Ham

CARRIED UNANIMOUSLY

Cr Margaret Isselmann left the meeting at 3.57pm.

11.4 REQUEST FROM BATLOW ROTARY TO ESTABLISH A MEN'S SHED ON THE FORMER BATLOW CANNERY SITE

M284/20 RESOLVED:

THAT COUNCIL:

1. Receive the report on the request from the Rotary Club of Batlow to establish a Men's Shed at the former Batlow Cannery Site.

2. Enter into a lease agreement with the Rotary Club of Batlow for the purpose of establishing a Men's Shed at the former Batlow Cannery Site as Part Lots 1/DP134507,7/DP18471, and 153/DP757214.
3. Require that the lease agreement in relation to the former Batlow Cannery Site is inclusive of the following considerations:
 - a) Establishment of a Representative Community Committee with the purpose of ensuring broad based community access to the facilities and participation in programs delivered through the facility.
 - b) All building maintenance and management will be the responsibility of the Lessee.
 - c) The Lessee will be responsible for all service charges including Water and Waste Water, Water Usage and Waste Services.
 - d) The Lessee is required to ensure that effective and appropriate WHS policies are developed and implemented in respect of all activities undertaken on site.
 - e) The Lessee is required to prepare risk management plans relative to all activities undertaken on site.
 - f) The Lessee is required to have in place all insurances, including Public Liability Insurance, relative to all activities undertaken on site.
4. Set an annual "peppercorn" rental fee of \$1 for the area to be occupied as indicated above in item 2.
5. Authorise the Chief Executive Officer to prepare and execute a lease agreement with the Rotary Club of Batlow for the purpose of establishing a Men's Shed on the former Batlow Cannery Site.

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY

Cr Margaret Isselmann re-joined the meeting at 4.03pm.

11.5 UPDATE ON THE STATUS OF THE ROSEWOOD COMMUNITY SHED

M285/20 RESOLVED:

THAT COUNCIL:

1. Receive the report on update of the status of the former Rosewood RFS Shed;
2. Defer making a determination on the request received to sell the Rosewood Community Shed to the Rosewood Community Shed Committee for one dollar;

3. Receive a further report regarding the Rosewood Community Shed following resolution of the subdivision process in respect of the Rosewood Golf Club that is currently underway.

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY

11.6 DA2020/0247 - PROPOSED DWELLING WITH ATTACHED GARAGE/SHED - BOMBOWLEE AVENUE, BOMBOWLEE

M286/20 MOTION PUT:

THAT COUNCIL:

1. Receive the report on DA2020/0247 – Proposed Dwelling with attached Garage/Shed – Bombowlee Avenue, Bombowlee.

Cr Julia Ham/Cr Bruce Wright

M287/20 RESOLVED to move into Committee of the Whole.

Cr Julia Ham/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

M288/20 RESOLVED to move out of the Committee of the Whole.

Cr Margaret Isselmann/Cr Bruce Wright

CARRIED UNANIMOUSLY

11.6 DA2020/0247 - PROPOSED DWELLING WITH ATTACHED GARAGE/SHED - BOMBOWLEE AVENUE, BOMBOWLEE

Motion withdrawn by mover and seconder.

11.6 DA2020/0247 - PROPOSED DWELLING WITH ATTACHED GARAGE/SHED - BOMBOWLEE AVENUE, BOMBOWLEE

M289/20 RESOLVED:

THAT COUNCIL defer making a determination in respect of DA2020/0247 – Proposed dwelling with attached garage/shed – Bombowlee Avenue, Bombowlee and request that Council staff report back to Council at the December 2020 meeting with conditions appropriate for Council consider the matter if Council is inclined to approve DA2020/0247.

Cr Bruce Wright/Cr Margaret Isselmann

CARRIED UNANIMOUSLY

12. MINUTES OF COMMITTEE MEETINGS**12.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 30 SEPTEMBER 2020 AND 02 NOVEMBER 2020****M290/20 RESOLVED:**

THAT THE COMMITTEE:

1. Receive the report on the Minutes – Audit, Risk and Improvement Committee – 30 September 2020 and 02 November 2020;
2. Note the minutes of the Extraordinary Audit, Risk and Improvement Committee meeting held on 30 September 2020;
3. Note the minutes of the Audit, Risk and Improvement Committee meeting held on 02 November 2020.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 7 OCTOBER 2020**M291/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the Minutes Batlow Development League – 7 October 2020;
2. Note the Minutes of the Batlow Development League meeting held on 7 October 2020;
3. Note the following recommendation/s from the minutes:

Funds allocated to the pedestrian crossing on Batlow Road be redirected to be used for urgent upgrade of public toilet facility located at the Literary Institute.

Cr Margaret Isselmann/Cr Cate Cross

CARRIED UNANIMOUSLY

12.3 MINUTES - KHANCOBAN UNITED VOLUNTEERS ASSOCIATION (KUVA) MEETING - 7 OCTOBER 2020**M292/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the Minutes Khancoban United Volunteers Association Committee (KUVA) – 7 October 2020.
2. Note the Minutes of the AGM and General meeting held on 7 October 2020.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

13. CONFIDENTIAL**M293/20 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.

13.1 COMMERCIAL WORKS - UPDATE

Item 13.1 is confidential under the Local Government Act 1993 Section 10A 2 (d)i and (d)ii as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and 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.

L.2 RFT 2020/08 - CONSTRUCTION OF CLARKES HILL TOOMA ROAD CUTTING - BUSHFIRE DAMAGE AT MARAGLE

Item L.2 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

L.1 RFT 2020/11 TALBINGO BOAT RAMP - FLOATING PONTOON

Item L.1 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Cr Cate Cross/Cr Cor Smit

CARRIED UNANIMOUSLY

At this stage, the time being 4.49pm Council went into Confidential.

13.1 COMMERCIAL WORKS - UPDATE**M294/20 RESOLVED:**

THAT COUNCIL:

1. Receive and note this report on the status of commercial works for the period between 1 July 2020 and 23 October 2020.

Cr Bruce Wright/Cr Cate Cross

CARRIED UNANIMOUSLY

L.2 RFT 2020/08 - CONSTRUCTION OF CLARKES HILL TOOMA ROAD CUTTING - BUSHFIRE DAMAGE AT MARAGLE**M295/20 RESOLVED:**

THAT COUNCIL:

1. Receive this report on the Request for Tender - RFT 2020/08 for the Construction of Clarkes Hill Tooma Road Cutting – Bushfire Damage at Maragle;
2. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of The Rix Group Pty Ltd for the Construction of Clarkes Hill Tooma Road Cutting Bushfire Damage at Maragle for the lump sum amount of \$2,312,350.80 excluding GST;
3. Authorise the Chief Executive Officer to enter into a contract with The Rix Group Pty Ltd for the Construction of Clarkes Hill Tooma Road Cutting Bushfire Damage at Maragle.

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY**L.1 RFT 2020/11 TALBINGO BOAT RAMP - FLOATING PONTOON****M296/20 RESOLVED:**

THAT COUNCIL:

1. Receive this report on Request for Tender – RFT 2020/11 for the design and construction the Talbingo Boat Ramp – Floating Pontoon;
2. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of Walcon Marine Australasia Pty Limited for the Design and Construction of the Talbingo Boat Ramp Pontoon for the lump sum amount of \$474,458 excluding GST;
3. Advise the unsuccessful tenderers in writing;
4. Authorise the Chief Executive Officer to enter into a contract with Walcon Marine Australasia Pty Limited for the design and construction of the Talbingo Boat Ramp – Floating Pontoon.

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY

M297/20 RESOLVED to move out of Confidential session.

Cr Andrianna Benjamin/Cr Geoff Pritchard

CARRIED UNANIMOUSLY

Council moved out of Confidential session back into the open session at 5.16pm.

There being no further business to discuss, the meeting closed at 5.19pm.

10. GOVERNANCE AND FINANCIAL REPORTS

10.1 PRESENTATION OF THE 2019-2020 ANNUAL FINANCIAL STATEMENTS

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

EXECUTIVE SUMMARY:

Council is required to advertise a summary of Audited Annual Financial Statements for the year and formally present them to the public in accordance with the Local Government Act 1993. Any person may make a submission with respect to the financial reports within seven days of being presented.

RECOMMENDATION:

THAT COUNCIL:

1. Receive the report on Presentation of the 2019-2020 Annual Financial Statements.
2. Formally present the 2019-2020 Audited Annual Financial Statements and Audit reports to the public in accordance with Section 418 and 419 of the *Local Government Act*; and
3. Note that the 2019-20 Annual Report has been updated based on the finalised Audited Annual Financial Statements.

BACKGROUND:

Snowy Valleys Council's audited 2019-20 Annual Financial Statements have been finalised. The NSW Audit Office have provided their audit reports and the Audited Financial Statements have been submitted to the Office of Local Government prior to the deadline of 30 November 2020.

REPORT:

Council has provided public notice that the Financial Statements and Auditor's reports will be presented at this meeting which is in accordance with Section 418 of the *Local Government Act 1993* and has invited public submissions. Public submissions will remain open until 17 December 2020.

A summary of the Financial Statements is provided below.

	2020 \$ '000	2019 \$ '000
Income Statement		
Total income from continuing operations	62,715	56,787
Total expenses from continuing operations	58,684	53,578
Operating result from continuing operations	4,031	3,209
Net operating result for the year	4,031	3,209
Net operating result before grants and contributions provided for capital purposes	(7,693)	(1,585)

Statement of Financial Position

Total current assets	49,812	57,943
Total current liabilities	(19,396)	(10,232)
Total non-current assets	640,934	574,930
Total non-current liabilities	(7,235)	(7,958)
Total equity	664,115	614,683

Other financial information

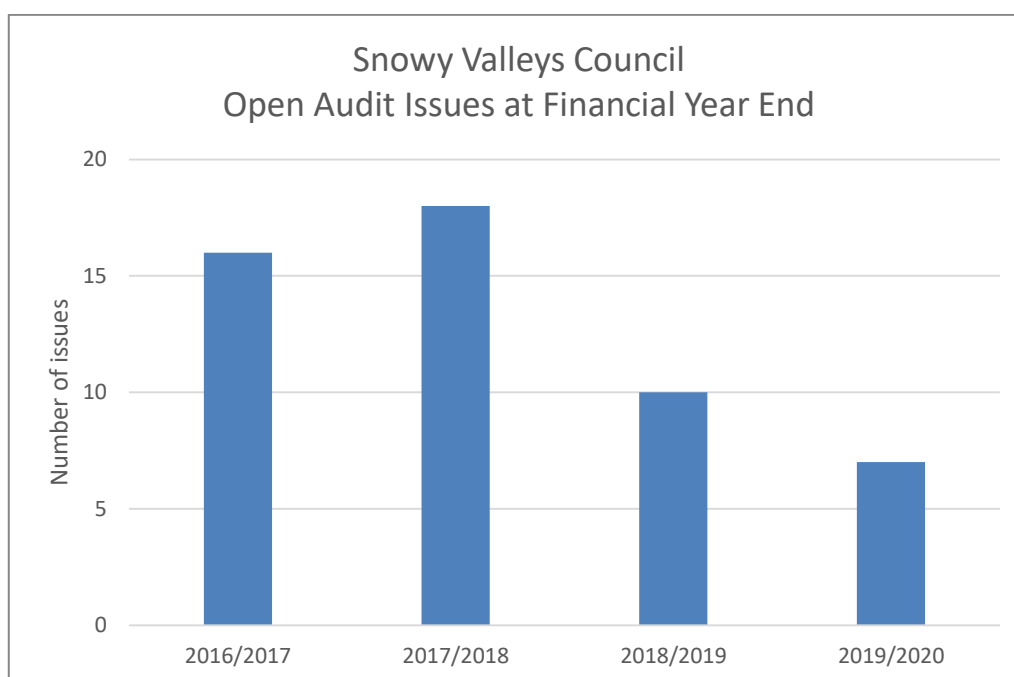
Unrestricted current ratio (times)	3.35	3.83
Operating performance ratio (%)	(11.11)%	1.84%
Debt service cover ratio (times)	3.43	7.39
Rates and annual charges outstanding ratio (%)	7.02%	4.27%
Infrastructure renewals ratio (%)	126.22%	135.24%
Own source operating revenue ratio (%)	56.91%	60.94%
Cash expense cover ratio (months)	9.92	13.84

The NSW Audit Office has provided Council with a final Management Letter dated 19 November 2020 which outlined 5 issues rated moderate. It is pleasing to see the organisational improvements made over the past years in reducing outstanding audit issues at year end.

As at 2019/20 audit closure the following issues were unresolved and/or raised by the auditors:

- Revaluation of Infrastructure, Property, Plant and Equipment;
- IT – Governance;
- IT – Business Continuity and Disaster Recovery;
- IT – Change Management; and
- Policies and Procedures.

In addition to these, the auditors will re-test the resolution of issues around IT User Access and Reconciliations during their 2020/21 Interim Audit.



The 2019/20 Financial Statements were approved for signing by Council at its 19 November 2020 Ordinary Council Meeting. No changes have occurred between the November meeting and the final financial statements attached to this report.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

1.7.5 Finalise financial statements by 31 October

Note: an extension to the statutory deadline of 31 October to 30 November has been granted to all NSW Councils by the Office of Local Government.

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Financial statements provide a snapshot of Council's financial performance for the year, as well as its financial position.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Section 418 and 419 of the *Local Government Act 1993*.

Council is required to advertise a summary of the financial result for the year and formally present the Annual Financial Statements to the public in accordance with the Local Government Act 1993. Any person may make a written submission with respect to the financial reports, within seven days of the reports being presented to the public.

The financial summary has been advertised on the website and in the local papers the week beginning the 30 November 2020.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Audits provide assurance to Council and the community that the Financial Statements accurately represent Council's financial position at the end of the financial year.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Communication

Mayor, Deputy Mayor and Councillors
Audit, Risk and Improvement Committee
Directors and Staff

External Communication

Public Notice of a summary of the financials advertised locally to give the community an opportunity to provide a submission

Attachments

- 1 2019/20 Financial Statements (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.2 CODE OF CONDUCT COMPLAINT STATISTICS FOR THE REPORTING PERIOD 1 SEPTEMBER 2019 - 31 AUGUST 2020**

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

EXECUTIVE SUMMARY:

Reporting complaint statistics to Council and the Office of Local Government is required under Part 11 of the Procedures for the Administration of the Code of Conduct. For the reporting period of 2019-20 (1 September 2019 – 31 August 2020), there were a total of three complaints received and all three complaints were finalised at the preliminary assessment stage. There were no complaints that required investigation by a conduct reviewer.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Code of Conduct Complaint Statistics for the reporting period 1 September 2019 – 31 August 2020.**
2. **Note the Code of Conduct complaints statistics for the reporting period 1 September 2019 – 31 August 2020.**

BACKGROUND:

Under Part 11.1 and 11.2 of the Procedures for the Administration of the Code of Conduct the Complaints Coordinator must arrange for code of conduct statistics to be reported to Council and the Office of Local Government within 3 months of the end of September of each year.

REPORT:

A full copy of the complaints statistics for the reporting period 01 September 2019 – 31 August 2020 that were reported to Office of Local Government are attached to this report. The following statistics are a summary of the full report:

- a) Three (3) code of conduct complaints were made about Councillors and the General Manager under the code of conduct in the reporting period;
- b) Three (3) code of conduct complaints were referred to a conduct reviewer;
- c) Three (3) code of conduct complaints were finalised by a conduct reviewer at the preliminary assessment stage with the following outcomes:
Outcome: All three outcomes were 'to take no action'.
- d) Zero (0) code of conduct complaints were investigated by a conduct reviewer;
- e) Outcomes of investigation not relevant as there were no complaints investigated by a conduct reviewer;
- f) Zero (0) matters were reviewed by the Office of Local Government and
- g) \$17,651 was the total cost of dealing with code of conduct complaints made about Councillors and the General Manager in the year to September 2019, including staff costs.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

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

Financial and Resources Implications

Each financial year a budget allocation is allowed for Code of Conduct matters.

Costs and Benefits:

The total cost to engage the conduct reviewer for the three complaints was \$12,251. Internally, the complaints took staff approximately 54 hours to complete at \$100 per hour (which includes appropriate oncosts) with a total cost of \$5,400.

Total cost of processing the three code of conduct complaints for the reporting period is \$17,651.

Policy, Legal and Statutory Implications:

Councils Code of Conduct

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

Nil

COMMUNITY ENGAGEMENT AND COMMUNICATION:

These statistics were reported to the Office of Local Government on 02 December 2020.

Attachments

- 1 OLG Model Code of Conduct Complaint Statistics - Cover (under separate cover) ⇨
- 2 OLG Model Code of Conduct Complaints Statistics (under separate cover) ⇨

10. GOVERNANCE AND FINANCIAL REPORTS**10.3 LGNSW ANNUAL CONFERENCE - 23 NOVEMBER 2020**

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

EXECUTIVE SUMMARY:

The LGNSW Annual Conference was held online on Monday 23 November 2020. This report serves to update the Councillors on the information presented at the conference.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on LGNSW Annual Conference from the Chief Executive Officer.**
- 2. Note the decisions made on the motions submitted by Snowy Valleys Council.**

BACKGROUND:

The conference was attended by Mayor Cr James Hayes, Deputy Mayor Cr John Larter, Councillors Julia Ham; Margaret Isselmann; Cor Smit; Cate Cross; Geoff Pritchard and the Chief Executive Officer. This year the conference was held virtually and motions were moved, seconded and spoken to through the zoom function and a phone app was used for voting delegates to place their vote.

REPORT:

This year's theme was 'Growing Community Resilience' which is certainly appropriate considering the challenges presented by the late 2019/early 2020 bushfires and the COVID-19 pandemic throughout 2020.

The theme included a keynote address 'Building resilience through partnership' presented by Commissioner of Resilience NSW, Shane Fitzsimmons; a politician's panel on 'How can the State Government best partner with councils to drive a locally-led recovery?'; and a questions and answers session 'Local strategies and actions to prepare for, recover from and build resilience to disasters and crisis'.

The Conference Business; Motions Debate occurred for the remainder of the day. The timeframe for the agenda only allowed debate of just over 30 motions with the remainder of the motions being referred to the LGNSW Board for a decision. The Snowy Valleys motions deferred for a decision of the LGNSW Board included weed management, and early childhood. Many of the motions were combined under a main motion that was supported by the detail of the other motions. If the motion was carried the supporting motions were also considered adopted. Some of the motions would have had conflicting outcomes and these were put up together so that both sides of the debate could be considered before the motion was voted upon.

While the meeting was extremely well run, the engagement and discussion about local government matters in between sessions was missed and we are looking forward to being able to gather physically again next year. Councillors and the writer experienced local issues around power supply and internet access during the conference which made it difficult at times to participate.

Snowy Valleys Motion 30 – Eligibility criteria for Job Retention Allowance received unanimous support – "That LGNSW lobbies the NSW Government to amend the eligibility criteria for the Job Retention Allowance funds to allow a fairer distribution to impacted councils who have not had to 'stand down' staff as a result of the pandemic".

The Snowy Valleys motion regarding the bushfire inquiry and bushfire management of Crown Lands was incorporated into the Motion 8 from Bega Valley Shire Council and this motion also received unanimous support – “That LGNSW endorses the NSW Government’s Bushfire Inquiry Report and urges Resilience NSW to proceed with implementation of the Inquiry’s recommendations as a matter of urgency” – “That LGNSW lobbies the NSW Government to ensure that local government is appropriately funded and well placed to implement prevention, response and recovery initiatives resulting from the recommendations of the Royal Commission into Natural Disaster Arrangements and the NW Bushfire Inquiry”, and “That LGNSW lobbies the NSW Government to partner with councils around commit funds to better plan for bushfire management of Crown Lands, with a particular emphasis on the control of vegetation and weeds to help mitigate the bushfire risk to community”.

Councillor Julia Ham was a speaker in favour of Motion 40 from Kyogle Council “That LGNSW calls on the Federal Government to remove Part 1 Section 6 2b of the Local Government Financial Assistance Act 1995 to remove the minimum per capita amount grant.

The other motions proposed are being referred to the LGNSW Board for a decision and the resolutions will be reported to Council once finalised.

The 2021 LGNSW Annual Conference will take place from Tuesday 16 November to Thursday 18 November at the Hyatt Regency, Sydney.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The benefits of social inclusion were discussed in most presentations	Resource allocation capacity to ensure inclusion varied in Councils
Environmental	The waste presentations and information from the politicians covered impact on the environment	
Economic	Most discussions included information on how Council could facilitate improvement of local economies	
Governance	Many government agencies were represented in the trade exhibition area and advised they were available to support our processes	

Financial and Resources Implications

Attendance at the conference was within the budget allowances.

Costs and Benefits:

Councillors receive information not only from the presentations but also networking with other Council's, state government departments and industry providers.

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

OPTIONS:

- That Council not receive the report
- That Council add additional actions to the resolutions

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Record of Decisions - LGNSW 2020 Annual Conference (under separate cover) [⇨](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.4 TRAINING - ONLINE CODE OF CONDUCT FOR COUNCILLORS -
COUNCILLOR HAM****REPORT AUTHOR:** COUNCILLOR SUPPORT OFFICER**RESPONSIBLE DIRECTOR:** EXECUTIVE CHIEF OF STAFF**EXECUTIVE SUMMARY:**

The purpose of this report is to advise Council and seek approval for the attendance of Councillor Julia Ham at the online Code of Conduct Training for Councillors provided by Local Government NSW (LGNSW) on 20 November 2020.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Training – Online Code of Conduct for Councillors – Councillor Ham.**
2. **Approve the attendance of Councillor Julia Ham at the online Code of Conduct for Councillors training on 20 November 2020.**

BACKGROUND:

Councillors play a vital role in serving local communities. To do this effectively they need to uphold the highest standards of behaviour to ensure communities have trust and confidence in Local Government.

The minimum standards of behaviour are described in detail in the *Model Code of Conduct for Local Councils in NSW*, made under section 440 of the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*.

The Model Code is a legal document that all officials are obliged to understand and follow, and it forms the basis of council's code of conduct.

REPORT:

The Model Code of Conduct is prescribed by regulation to assist council officers to:

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

Content of Course

- Public / private duality
- Types of conflict of interest
- Pecuniary conflicts of interest:

- Pecuniary interest of relatives and associates, managing pecuniary interests, lodging returns, CI, meeting practice, breaches
- Non-pecuniary conflicts of interest:
 - Managing them, political donations, personal benefit
 - Relationship between council officials and access to information, council buildings etc.
 - Committee, councillor misbehaviour
 - Reporting breaches, complaint handling procedures, conduct review committee, councillor misbehaviour
 - Roles of the DLG, ICAC, PIDT etc

The facilitator will use group discussions, council case studies and Local Government orientated examples to help councillors transfer the learning to the workplace.

Course Result

The online training provided by LGNSW will result in Councillors being able to:

- Know the requirements set out in the Model Code of Conduct
- Identify pecuniary and non-pecuniary conflicts of interest
- Understand the principles and processes for managing conflicts of interest
- Recognise the responsibility to promote organisational integrity and accountability

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

4.5.1 Maintain a Councillor Professional Development Program

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Provisions within Council's 2020/21 Operational Budget have been made for training and development.

Training attendance for Councillors and the Mayor total \$39,500 in the 2020/21 Budget as per the values listed below:

Mayor	\$6500
Deputy Mayor	\$5000
Councillors x 7	\$4000 each

Expenditure for Councillor Ham as at 31 October 2020 (PJ 010534-1001-63205)

Opening Balance	Cost of Conference	Closing Balance
\$1934.00	\$400.00	\$1534.00

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:*Model Code of Conduct for Local Councils in NSW*Section 440 of the *Local Government Act 1993**Local Government (General) Regulation 2005***RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:**

N/A

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.5 2021 MEETING CALENDAR**

REPORT AUTHOR: GOVERNANCE OFFICER
RESPONSIBLE DIRECTOR: COORDINATOR GOVERNANCE & RISK

EXECUTIVE SUMMARY:

The 2021 Meeting Calendar for Snowy Valleys Council has been developed to provide an easy reference guide of the dates of council hosted meetings for the year for community and councillors.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on 2021 Meeting Calendar.**
- 2. Adopt the 2021 Council Meeting Calendar complete with Committee dates.**
- 3. Notes the conflict of dates of the 2021 Local Government NSW Annual Conference with the November Ordinary Council meeting and determines an alternative date for the Ordinary meeting.**

BACKGROUND:

Each year council considers and approves a complete calendar of council-hosted and organised meetings for the following year. This includes the already resolved ordinary council meetings, along with council committees and events and other known external meetings of significance.

At the 17 September 2020 Council resolved the 2021 schedule of ordinary council meetings as being:

M205/20 RESOLVED:**THAT COUNCIL:**

- 1. Receive the report on the 2021 Council Meeting Dates from the Executive Chief of Staff*
- 2. Approve the Ordinary meeting dates for 2021 as follows:*

*Thursday 18 February 2021
Thursday 18 March 2021
Thursday 15 April 2021
Thursday 20 May 2021
Thursday 17 June 2021
Thursday 15 July 2021
Thursday 19 August 2021
Thursday 16 September 2021
Thursday 21 October 2021
Thursday 18 November 2021
Thursday 9 December 2021*

Cr Julia Ham/Cr Bruce Wright

CARRIED UNANIMOUSLY

REPORT:

The 2021 Meeting Calendar is presented to Council for consideration and endorsement.

The calendar acts as a fixed schedule. Changes to council meetings are to be resolved at a Council Meeting. In the case of Committee meetings, changes can be made through the mechanisms in the Terms of Reference or by the Chair of the Committee in extenuating circumstances.

Councillors and Committee members will be notified in advance of any change to a meeting date.

The calendar provides dates for all known meetings that are coordinated or hosted by Council along with other important event and external meeting dates where known.

Meeting dates will continue to be notified and updated on Council's website.

The following external meetings are included as they are relevant for Councillors attention:

- The National General Assembly - ALGA – 20-23 June 2021 - Canberra
- The Local Government NSW Annual Conference – 16–18 November 2021 – Hyatt Regency Sydney (conflicts with the Ordinary Council meeting).

In the event that the Local Government NSW Annual Conference proceeds as planned in 2021, Council will need to consider an alternative date for its November Ordinary meeting.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Coordinating council and committee meetings involves staff time.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The meeting calendar ensures forward planning for Council business and decision making

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

By listing all these meetings it provides certainty to Councillors, Staff and the community as to when meetings will take place and enables greater participation and access.

Attachments

- 1 DRAFT 2021 Council Meeting Calendar (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.6 STATEMENT OF INVESTMENTS - NOVEMBER 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 30 November 2020.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the Statement of Investments as at 30 November 2020 from the Chief Financial Officer.

BACKGROUND:

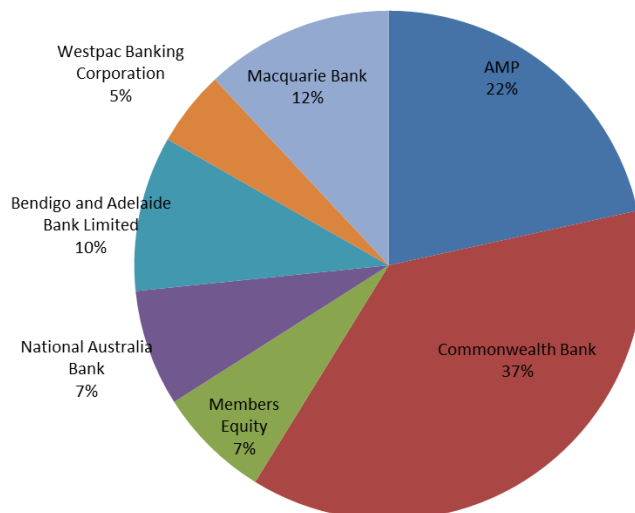
Nil

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		30/11/2020				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	
Commonwealth Bank	\$ 11,964	\$ 11,973	-\$ 9	IWD Gen	0.10%	
National Australia Bank	\$ 91,158	\$ 15,428	\$ 75,731	W/Acct	0.10%	
Commonwealth Bank	\$ 1,597,831	\$ 1,085,153	\$ 512,678	W/Acct	0.10%	
Commonwealth Bank	\$ 13,921,552	\$ 11,916,492	\$ 2,005,060	At Call (BOS)	0.50%	
Commonwealth Bank	\$ 21,904	\$ 30,671	-\$ 8,767	Gen-Roth	0.10%	
Total Cash & At Call Investments	\$ 15,644,410	\$ 13,059,717	\$ 2,584,693		0.46%	
Term Deposits	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
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
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	17/08/2020	0.80%	17/08/2021
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	7/09/2020	0.75%	7/09/2021
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	7/09/2020	0.75%	7/09/2021
Members Equity	\$ 1,000,000	\$ 1,000,000	\$ -	22/09/2020	0.65%	22/09/2021
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	25/11/2020	0.50%	25/11/2021
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	25/11/2020	0.50%	25/11/2021
Total Term Deposits	\$ 26,115,623	\$ 26,115,623	\$ -		1.29%	
Total Cash & Investments	\$ 41,760,032	\$ 39,175,339	\$ 2,584,693		0.98%	

Snowy Valleys Council November 2020 Investments



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.

Investments with Council's primary bankers (Commonwealth Bank of Australia) are currently over the policy limit of 30%. This is due to a recall of matured term deposits and will reduce once further investments are made.

Cash and investments have increased by \$2.5M during November 2020.

Major cash receipts received during November included:

- Financial Assistance Grant (2nd instalment) \$707K
- Local Roads and Community Infrastructure Grant (RMS) \$436K
- Statewide Mutual Progress payment (bushfires 2019/2020) \$324K
- Regional Airport Program 1 Grant \$122K

Main cash disbursements (excluding employee costs) during the month included:

- Tree removal (claimable) \$1.1M
- Tumut Pool amenities \$193K
- Replacement work vehicles \$126K

The following changes occurred to Council's term deposits and cash holdings in November:

- Renewal of 2 x \$500K with Bendigo Bank for 12 months at 0.5%

Cash investment rates continue to fall 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:

N/A

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 - OCTOBER 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 October 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.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on financial performance as at 31 October 2020.

REPORT:

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

**Operating Result YTD as at October 2020****Overall Council Summary**

Account Description	Actual YTD	Budget YTD	% Variance YTD	\$ Variance YTD	Original Budget 21PJUD
Income					
Rates, Levies & Annual Charges	17,110,630	17,284,820	-1.01%	174,190	17,326,479
User Charges & Fees	3,623,005	2,801,591	29.32%	(821,414)	10,007,764
Interest & Investment Revenue	187,361	146,999	27.46%	(40,362)	470,496
Other Income	1,576,283	276,057	471.00%	(1,300,226)	965,671
Operating Grants & Contributions	2,900,483	3,088,929	-6.10%	188,446	10,705,299
Capital Grants & Contributions	838,465	1,812,529	-53.74%	974,064	7,250,116
Profit on Sale/Disposal	44,488	2,100	2018.47%	(42,388)	6,300
Total Income	26,280,715	25,413,025	3.41%	-867,690	46,732,125
Expenses					
Employee Costs	6,554,443	5,541,066	18.29%	(1,013,377)	16,460,813
Materials & Contracts	5,934,557	2,520,650	135.44%	(3,413,907)	8,086,397
Borrowing Costs	101,722	139,032	-26.84%	37,310	477,008
Depreciation & Impairment	341,906	3,448,550	-90.09%	3,106,644	10,763,399
Other Expenses	2,108,522	1,826,574	15.44%	(281,949)	5,407,256
Total Expenses	15,041,151	13,475,871	11.62%	-1,565,279	41,194,874
Operating Result	(11,239,564)	(11,937,153)	-5.84%	(697,589)	(5,537,251)

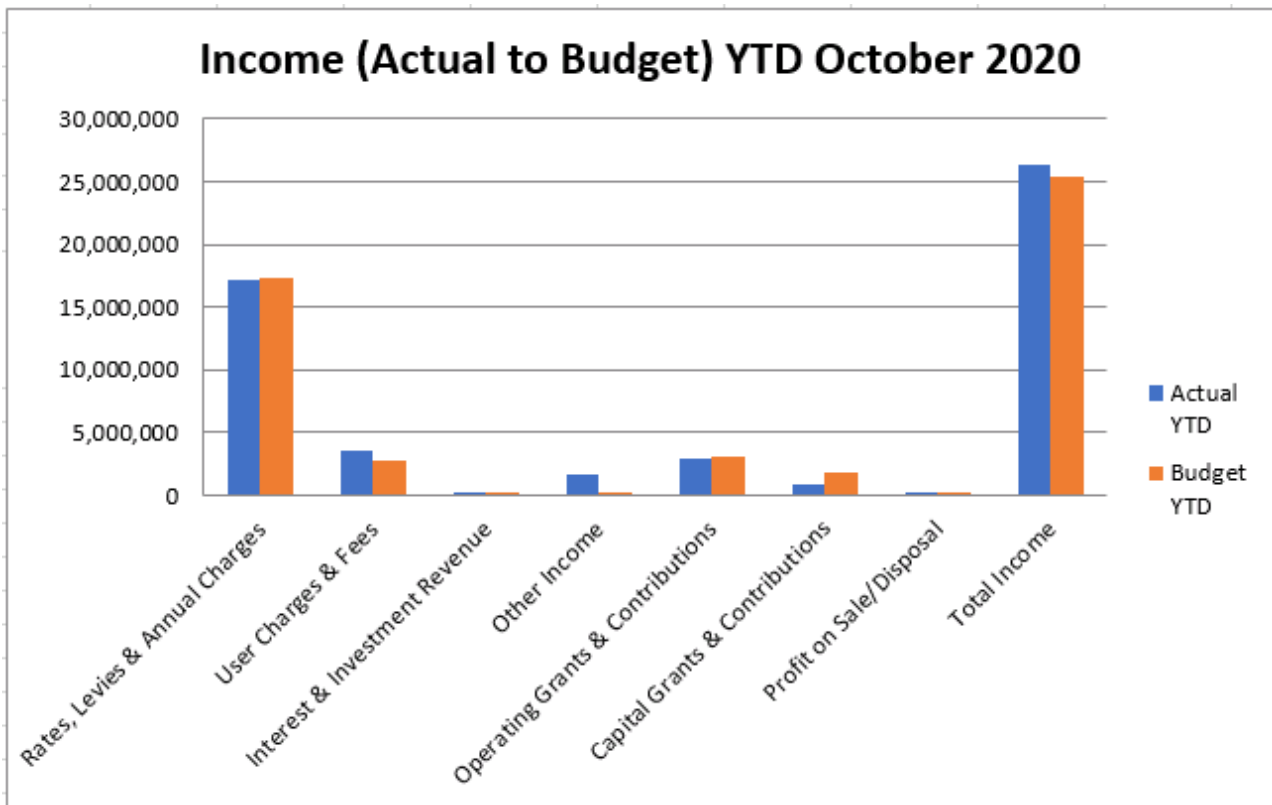
Income:

User fees and charges are above budget by \$821K YTD. Income above budget consists of: Tumbarumba Caravan Park \$138K, Roth Medical Centre \$35K, Private Works \$169K. Note that the budget was prepared by apportioning the income evenly over twelve months, which does not take into effect influences such as seasonal fluctuation and is anticipated to even out over time.

Investment revenue is above budget by \$40K as a result of a conservative approach adopted when developing the budget due to the uncertain economic environment.

Other Income is above budget by \$1,300K YTD, the majority of which (\$859K) was received for the Batlow Cannery demolition, a cost that was incurred in the previous financial year. Other items above budget are Real Estate income \$31K, Khancoban Visitor Information Centre \$53K, additional one-off funding for the Emergency Services Levy increase of \$208K, and a payment for fire recovery centre \$112K.

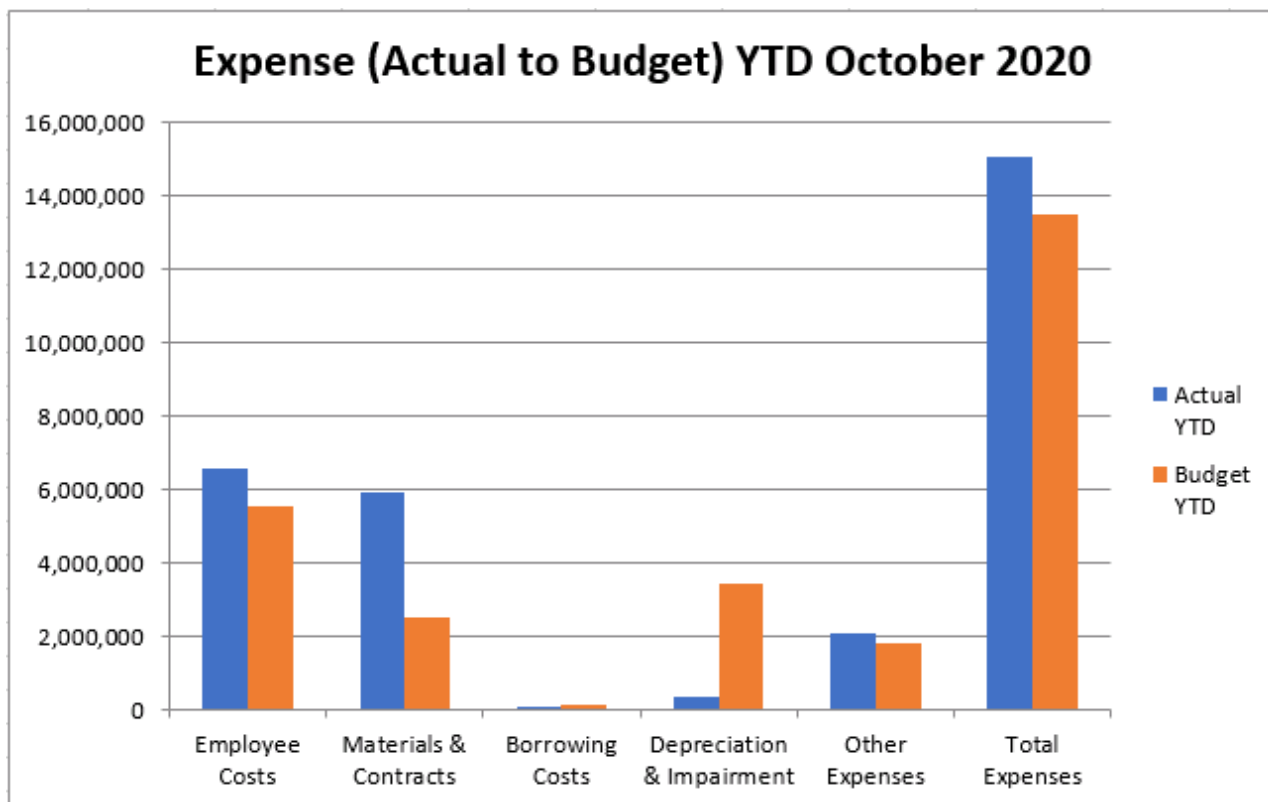
Capital Grants are below budget by \$974K. Some grants are paid on milestones and it is anticipated income from grants will increase over time.



Expenditure:

Employee costs are above budget by 18.29% YTD, the above-budget costs are made up of overtime and staff engaged in disaster recovery work not accounted for at time of budget preparation. In the winter months, 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 continued to work through that period.

Materials and Contracts are above budget by 135%: The majority of this spend (\$2.3M), is fire recovery works that are recoverable and \$112K for software maintenance for the SaaS project which has a budget offset in wages and contracts over the financial year.



Procurement

The following tenders have been advertised in the four months YTD:

July

- 2020/02 – Supply of Banking and Bill Payment Services
- 2020/03 – Panel of Preferred Suppliers: Plant and Equipment Hire 2020/2023

August

- 2020/08 – Construction of Clarkes Hill Tooma Road Cutting Bushfire Damage at Maragle.
- 2020/09 – Panel of Preferred Suppliers: Supply of Services - # Guard Rail # Linemarking # Traffic Control

September

- 2020/11 – Design and Construction of Talbingo Boat Ramp Pontoon and Gangway

October

- 2020/04 - Replacement of Tintaldra Road Bridge Welaregang NSW 2642 and Replacement of Withers Lane Bridge Bombowlee NSW 2720

Tenders are advertised, evaluated and awarded in accordance with Council’s Procurement Policy and the NSW Tendering Guidelines.

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

11. MANAGEMENT REPORTS

11.1 BUDGET 2021/22 - BUDGET PRINCIPLES

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

EXECUTIVE SUMMARY:

Budgetary governance is an important pillar within the overall framework of public governance. This report presents the budget principles to be followed when preparing the 2021/22 budget.

RECOMMENDATION:

THAT COUNCIL:

1. Receive the report on Budget Principles for Budget 2021/22 preparation.
2. Adopt the Budget Principles as per table 1.

BACKGROUND:

The budget is a central policy document of Council, showing how annual and long-term objectives will be prioritised and achieved. The budget sits alongside other policy instruments within the IP&R framework such as the community strategic plan, the delivery program and the operational plan. Council's budget along with Council's workforce and asset management plans aims to turn the strategies and aspirations into reality. It shows how resources are to be raised and allocated for the delivery of Council services.

REPORT:

In preparing the 2021/22 budget and long-term financial plan, Council officers will apply the following principles:

1. Council is committed to pursue a sound and sustainable fiscal policy
2. Performance, evaluation and value for money are integral to the budget process and Council's financial management
3. The budget presents a comprehensive, accurate and reliable account of Council finances
4. Operational budgets are closely aligned with Council's medium-term strategic priorities
5. Capital budgets align with Council's strategic asset management plans and long-term strategic priorities
6. Council facilitates public engagement and inclusive, participative and realistic debate on budgetary choices
7. Budget execution is actively planned, managed and monitored
8. Council actively advocates for support from other levels of government

Table 1 – Budget principles 2021/22

A more detailed list of these budget principles is attached to the report. The attachment contains comments reflecting the meaning and aim of each principle.

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

4.1.2 Deliver effective engagement activities for Council's strategic and operational priorities, ensuring feedback is effectively shared internally and communicated externally

SUSTAINABILITY ASSESSMENT:

N/A

Financial and Resources Implications

In preparing next year's budget and long-term financial plan, Council officers will apply the endorsed budget principles.

Costs and Benefits:

Communication of budget principles allows for efficient preparation of the upcoming budget.

Policy, Legal and Statutory Implications:

Council must deliver an annual budget and long-term financial plan under the Local Government Act.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

N/A

OPTIONS:

Council may endorse only some budget principle and/or add others.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Budget principles will be communicated to all budget-responsible officers.

Attachments

- 1 Budget Principles 2021/22 with comments (under separate cover) [⇨](#)

11. MANAGEMENT REPORTS**11.2 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM FUNDING ROUND TWO**

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

EXECUTIVE SUMMARY:

The Australian Government announced additional funding under the Local Roads and Community Infrastructure Program (LRCI).

This program is designed to support local Councils to deliver priority local road and community infrastructure projects across Australia by supporting employment and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Snowy Valleys Council has been allocated an additional \$961,818 through this funding. It is intended that the funding will be available from 1 January 2021 with all projects to be completed by the end of December 2021.

This report seeks the approval of Council to proceed with the delivery of the following high priority infrastructure projects funded through the LRIC, as detailed in the report:

- Grahamstown Road
- Khancoban Toilets
- Fitzroy Street Toilets

These projects are all high priority infrastructure projects and based on the information provided to date, comply with the LRIC funding arrangements.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the Australian Governments Local Roads and Community Infrastructure Program.**
2. **Note the allocation of \$961,818 to Snowy Valleys Council, through the Australian Governments Local Roads and Community Infrastructure Program**
3. **Endorse proceeding with the delivery of the following high priority infrastructure projects funded through the Australian Governments Local Roads and Community Infrastructure Program:**
 - a. **Grahamstown Road**
 - b. **Khancoban Toilets**
 - c. **Fitzroy Street Toilets**
4. **Authorise the Chief Executive Officer to negotiate and/or amend the project list as described in item 3 above, as required to comply with the Local Roads and Community Infrastructure Program funding arrangements**

BACKGROUND:

The Local Roads and Community Infrastructure (LRCI) Program Funding is intended for local road and community infrastructure projects that involve the construction, maintenance and/or improvement of council-owned assets that are generally accessible to the public. Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety benefits.

Councils are able to select the projects to be funded in their community according to priorities at the local level.

Similar to the Roads to Recovery Program, councils will need to submit a Work Schedule that outlines the project(s) they plan to undertake.

Noting that the guidelines for the funding program are still being finalised, the conditions that currently apply to the funding include:

- Councils will need to complete all project works by December 31 2021 to receive their full nominal share of funding.
- Councils will also need to demonstrate that projects are additional to their pre-COVID-19 work program for 2020-21. If a project has been brought forward from a future work program it will be eligible for funding.

Once The Department of Infrastructure, Transport, Regional Development and Communications have finalised implementation arrangements for the LRCI, Council will then be asked to agree to the program arrangements and identify local projects in their area.

REPORT:

In anticipation of the requirements of the LRCI to identify local projects, the following proposed projects have been selected from Councils prioritised infrastructure project list based on criticality and community need, with the exception of the optional project.

The optional projects have been selected as a stopgap, in case unforeseen issues arise that impede the delivery of the priority infrastructure projects. This project includes an adaptable scope that can be adjusted to match available funding.

Along with being high priority projects, the projects listed below are also considered to be the best fit for the objectives of the LRCI funding program, and can be realistically delivered within the required funding timeframe.

Project	Nominated Funding
Grahamstown Road	\$500,000
Next stage of road widening and pavement strengthening	
Khancoban Toilets	\$161,818
Renewal of the toilets at the Khancoban Shopping Centre Shopping Centre beautification has been complete Toilet condition very poor Provision of All Accessible toilet at Khancoban Boat Ramp	
Fitzroy Street Toilets	\$300,000
Demolition of current toilet block Removal of demolished block Replacement with suitable facility	

Project	Nominated Funding
Option - Mt Ikes	\$175,000
Renewal of building to current standard Site Access issues Renewal of radio transmitters (UHF 3) for emergency communications Upgrade of ABC transmission for emergency communications Provision of emergency power options	
Option – Tumbarumba Historical Walking Track	\$30,000
Reinstatement of track post flooding Flood proofing by protective actions	

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

Choose Operational Plan Activity

SUSTAINABILITY ASSESSMENT:

The projects assessed for submission to Council for this program are the renewal of assets in line with Council's Asset Management Strategy and are focussed towards the renewal of assets.

Financial and Resources Implications

The LRCI Program Funding allows for these high priority projects to be brought forward for completion as other funding was not currently available

Costs and Benefits:

Securing funding through the LRCI and bringing these projects forward for delivery will assist in reducing part of the financial commitment that would otherwise need to be made by Council to facilitate the delivery of these projects in future financial years

Policy, Legal and Statutory Implications:

The procurement process for the delivery of these projects will be undertaken in accordance with the provisions of the NSW Local Government Act 1993, NSW Local Government (General) Regulation 2005 and Councils own procurement policy and procedures.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Failure to deliver the funded works by 31st December 2021 could impact on both the reputation and business of the organisation and withdrawal of the funding.

To help reduce this risk, the delivery of these projects will be undertaken in accordance with Councils accredited Integrated Management System. This will ensure that the WHS, Quality and Environmental aspects of the work are managed in compliance with AS/NZS 4801:2001, ISO 9001:2008 and ISO 14001:2004 to achieve the best outcomes for Council and the community.

OPTIONS:

The Council may determine not to proceed with the recommendations referred to in this report or alternatively amend the recommendations noting that this could impact on the timely delivery of these high priority projects.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Due to the timing of the grant funding, only limited consultation has been undertaken with the relevant stakeholders for the listed projects.

Further consultation will be undertaken as the project and funding arrangements are refined.

ATTACHMENTS

Nil

11. MANAGEMENT REPORTS**11.3 PIONEER PARK TUMUT - PROPOSED MASTER PLAN**

REPORT AUTHOR: EXECUTIVE DIRECTOR INFRASTRUCTURE
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

This report seeks the approval of Council to accept a donation from the Trustees of the Blakeney Millar Foundation to develop a master plan for the management of Pioneer Park in Tumut.

Pioneer Park is one of Tumut's major community parks bounded by the Tumut River and Elm Drive. The site provides large community open spaces and forms part of the Tumut River walk which is popular with both walkers and riders. The park includes a children's playground and open spaces that are also popular with families. The site is also home to the Tumut community labyrinth for peace

The donation is intended to cover the cost of engaging KI Studio Pty Ltd, specialising in integrated urban design and landscape architecture, to prepare the master plan with concepts and general arrangement drawings for the site. The master plan is intended to create a visually fully integrated design that is functional, engaging, practical and sustainable for the site.

The offer of the donation includes a number conditions, inter alia:

Council agrees to delay further infrastructure, plantings and installation of lights in Rotary Pioneer Park until after finalisation of the Master Plan. The exception is essential maintenance and where, in consultation with Blakeney Millar, KI Studio agrees to the work.

It is proposed that if the master plan proceeds, the condition referred to above is time limited to 3 months.

The donation does not include allowances for administering the consultancy agreement or project management associated with the delivery of the master plan. This cost will need to be funded by Council.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the proposed donation from the Blakeney Millar Foundation for the development of a Master Plan for Pioneer Park in Tumut**
- 2. Accept the donation of \$55,680 as offered by the Blakeney Millar Foundation to enter into a consultancy agreement with KI Studios Pty Ltd to develop the Master Plan for Pioneer Park**
- 3. Agree to the following conditions for accepting the donation referred to item 2 above**
 - a. Details are as follows:**
 - i. Council is engaging KI Studio Pty Ltd to prepare the Master Plan following the processes in the "KI Studio proposal – Tumut Pioneer Park_19-09 dated 21/11/2019" – reissued 12 October 2020**
 - ii. Council is entering into a Consultancy Agreement with KI Studio Pty Ltd with the KI Studio proposal attached and forming part of the Consultancy Agreement (copy is attached to this report).**

- iii. **Blakeney Millar is to participate in the consultation process with the Council and KI Studio.**
 - iv. **Blakeney Millar agrees to cover direct costs as set out in the Consultancy Agreement.**
 - v. **Invoices are to be submitted to Blakeney Millar for approval before payment is made by the Council. Blakeney Millar will pay grant funds progressively to the Council to fund payment of KI Studio's invoices.**
 - vi. **Blakeney Millar may increase the amount of the grant at its discretion to fund additional agreed work or to meet additional agreed expenses.**
 - vii. **The grant funds may only be used to pay for work performed under the Consultancy Agreement.**
 - viii. **The grant will be adjusted if the total cost is below that shown in the Consultancy Agreement.**
 - ix. **In an effort to avoid a conflict with the Master Plan, Council agrees to delay further infrastructure, plantings and installation of lights in Rotary Pioneer Park until after finalisation of the Master Plan. The exception is essential maintenance and where, in consultation with Blakeney Millar, KI Studio agrees to the work.**
4. **Approve implementing a time limit on the condition as described in item 3 (a) (ix) above of 3 months**
 5. **Delegate the Chief Executive Officer to negotiate and enter into a consultancy agreement with KI Studio for the development of a Master Plan for Pioneer Park in Tumut**
 6. **Approve the allocation of a budget of \$8,352 for the administration and management of the project to develop the Master Plan for Pioneer Park as part of the quarterly budget review process**

BACKGROUND:

The Blakeney Millar Foundation is a private, philanthropic and discretionary trust which operates under terms laid down by its benefactor Mrs Lillian Maude Blakeney Millar.

Established in 1984, the foundation was set up to fund projects in the fields of community service, education, health and beautification of Tumut and its surrounds.

The foundation has advised of donations made to date, contributing to the management of Pioneer Park, include:

- contributing to the cycleway/river walk
- landscape design of the playground area
- consultant to advise on playground and equipment
- funding and installation of playground equipment including turf
- the construction of the Labyrinth
- tree plants

The foundation now wishes to make a further donation to the management of Pioneer Park by funding the development of a master plan for the entire site.

Following up on the workshop held with Councillors on the 15 October 2020 to discuss the proposed donation and associated documentation. The foundation has provided further advice regarding the donation. This further advice is documented in the attached letters from RB Business Lawyer, on behalf of the foundation dated 3 November 2020 and 1 December 2020.

As described in the letter dated 3 November 2020, the foundation declined the offer to discuss the donation and work of the foundation with Councillors.

Also attached to this report are copies of the following documentation:

- master plan proposal from KI Studio
- draft consultancy agreement between KI Studio, Council and Blakeney Millar Foundation
- draft grant agreement between Council and Blakeney Millar Foundation

REPORT:

This report seeks the approval of Council to accept a donation of \$55,638.00 from the Trustees of the Blakeney Millar Foundation to enable Snowy Valleys Council to commission a master plan for Pioneer Park in Tumut.

Pioneer Park is one of Tumut's major community parks bounded by the Tumut River and Elm Drive. The site provides a large community open spaces forming part of the Tumut River walk which is popular with walkers and riders. The park includes children's playground and open spaces that are also popular with picnickers. The site is also home to the Tumut community labyrinth for peace

The donation is intended to cover the cost of engaging KI Studio, specialising in integrated urban design and landscape architecture, to prepare the master plan with concepts and general arrangement drawings for the site. The master plan is intended to create a visually fully integrated design that is functional, engaging, practical and sustainable for the site.

Acceptance of the donation from the Trustees of the Blakeney Millar Foundation requires agreement to the following conditions as described in the grant agreement attached to this report.

Details are as follows –

1. *Council is engaging KI Studio Pty Ltd to prepare the Master Plan following the processes in the "KI Studio proposal – Tumut Pioneer Park_19-09 dated 21/11/2019".*
2. *Council is entering into a Consultancy Agreement with KI Studio Pty Ltd with the KI Studio proposal attached and forming part of the Consultancy Agreement. A copy is attached.*
3. *Blakeney Millar is to participate in the consultation process with the Council and KI Studio.*
4. *Blakeney Millar agrees to cover direct costs as set out in the Consultancy Agreement.*
5. *Invoices are to be submitted to Blakeney Millar for approval before payment is made by the Council. Blakeney Millar will pay grant funds progressively to the Council to fund payment of KI Studio's invoices.*
6. *Blakeney Millar may increase the amount of the grant at its discretion to fund additional agreed work or to meet additional agreed expenses.*

7. *The grant funds may only be used to pay for work performed under the Consultancy Agreement.*
8. *The grant will be adjusted if the total cost is below that shown in the Consultancy Agreement.*
9. *In an effort to avoid a conflict with the Master Plan, Council agrees to delay further infrastructure, plantings and installation of lights in Rotary Pioneer Park until after finalisation of the Master Plan. The exception is essential maintenance and where, in consultation with Blakeney Millar, KI Studio agrees to the work.*

It is recommended condition 9 in the above is time limited to 3 months.

It should also be noted that the proposed donation from Blakeney Millar Foundation for the development of the master plan does not include allowances for administering the consultancy agreement or project management associated with the delivery of the master plan. Typically 10 - 15% of project costs are attributable to administration and project management.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

Nil

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The development of a master plan for Pioneer Park in Tumut is intended to ensure that the park meets with the aspirations of the community providing a variety of recreation and supporting facilities.	The master planning process for Pioneer Park may raise expectations with the community, users and stakeholders that can not be achieved if funding cannot be sourced for the implementation of the plan and the ongoing management of Pioneer Park.
Environmental	The scope for the master plan gives consideration to the environmental, heritage and cultural aspects of the site.	The master planning process for Pioneer Park may raise expectations with the community, users and stakeholders that cannot be achieved if funding cannot be sourced for the implementation of the plan and the ongoing management of Pioneer Park.

	Positive	Negative
Economic	The donation offered by the Blakeney Millar Foundation is intended to cover the consultancy cost for the development of the master plan.	The donation does not include allowances for administering the consultancy agreement or project management associated with the delivery of the master plan. The funding does not extent to implementation of the master plan or the ongoing management of the park.
Governance	It is intended that this project will be delivered in accordance with Councils accredited Integrated Management System and Project Management Framework.	Entering into a consultancy agreement direct with KI Studios without obtaining quotes from other suppliers contradicts Councils procurement policy and procedure.

Financial and Resources Implications

The donation of \$55,680 covers the direct consultant's cost for developing the master plan for Pioneer Park in Tumut.

The proposed donation from Blakeney Millar Foundation for the development of the master plan does not include allowances for administering the consultancy agreement or project management associated with the delivery of the plan.

Table 1 – budget estimate

Item	Cost	Funding Source
Consultancy fees -	\$55,680 excluding GST	Funded through donation by the Blakeney Millar Foundation
Estimated administration and project management (based on 15% of consultants fee)	\$8,352	To be funded by Council
Contingencies	\$0	Variations to the consultancy to be funded through the Blakeney Millar Foundation.
Total Cost to Council	\$8,352	

Costs and Benefits:

Financial Costs	Financial Benefits	Benefits	Opportunities
\$55,680 excluding GST	Funded through donation from the Blakeney Millar Foundation	Development of a master plan for Pioneer Park in Tumut that helps to ensure that the park meets with the aspirations of the community in	Provides a master plan that supports and guides applications for funding to further develop Pioneer Park.

Financial Costs	Financial Benefits	Benefits	Opportunities
		providing a variety of recreation and supporting facilities into the future.	
\$8,352	Funded by Council to administer and project manage the delivery of the Master Plan for Pioneer Park	As above.	As above
Unknown	Cost to implement the master plan is unknown at this stage, although it is hoped that the plan will assist Council in securing funding in the future to implement the plan assuming it is approved by Council.		
Unkown	The cost for the ongoing management and operation of Pioneer Park is unknown at this stage, although it is hoped that the plan will give consideration to the sustainable management of the park in the medium and longer term.		

Policy, Legal and Statutory Implications:

This procurement process for the provision for this project is not being undertaken in accordance with Councils procurement policy and procedure and could expose Council to reputational risk.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Failure to deliver this project to the satisfaction of Blakeney Millar Foundation in accordance with the consultancy and funding agreements could impact on the reputation and business of the organisation.

The consultancy includes consultation with stakeholders, community and users of Pioneer Park. If this consultation is not inclusive and undertaken in a professional manner the reputation of Council could be negatively impacted.

Pending the successful negotiation of the consultancy agreement to complete this project, to help reduce project risk, the delivery of the works will be undertaken in accordance with Councils accredited Integrated Management System and project management system.

OPTIONS:

- Council may adopt the recommendation as referred to in this report.
- Council may elect not to accept the donation as offered by the Blakeney Millar Foundation and not proceed with the development of a master plan for Pioneer Park
- Council may amend the recommendations noting that changes to the conditions associated with the donation may require renegotiation with the Blakeney Millar Foundation and foundation may elect not to proceed with the donation

COUNCIL SEAL REQUIRED:

Not Required

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The proposal for the development of a Master Plan for Pioneer Park includes consultation with Council, stakeholders and users and undertaking a community workshop which will be used to inform the master plan and designs for Pioneer Park.

Attachments

- 1 Master Plan Proposal from KI Studio - reissued 12 Oct 2020 (under separate cover) - Confidential
- 2 Draft Consultancy Agreement between KIS, Council and BMF _Pioneer Park Tumut v4 (under separate cover) - Confidential
- 3 Letter from RB Business Lawyer 3 Nov 2020 (under separate cover) - Confidential
- 4 Draft Grant Agreement between Council and BMF Oct 2020 v2 (under separate cover) - Confidential
- 5 Letter from RB Business Lawyer 1 Dec 2020 (under separate cover) - Confidential

11. MANAGEMENT REPORTS**11.4 SVC CHILD SAFE ORGANISATION**

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

EXECUTIVE SUMMARY:

The purpose of this report is to seek Councils' determination regarding embarking on the process to become a Child Safe Organisation.

As a relevant entity under the definitions in the Reportable Conduct Scheme, SVC is obligated under the Children's Guardian Act to become a Child Safe Organisation.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the SVC Child Safe Organisation.**
- 2. Undertake the processes to be recognised as Child Safe Organisation in accordance with the Children's Guardian Act 2020.**

BACKGROUND:

In 2019 the *Children's Guardian Act* was ratified making all Local Government Authorities members of the reportable conduct scheme. The reportable conduct scheme is a new scheme for child protection which was applied in NSW from 1 March 2020.

The Reportable Conduct Scheme monitors how certain organisations ('relevant entities') investigate and report on types of conduct ('reportable allegations' or 'reportable convictions') made against their employees, volunteers or certain contractors who provide services to children. This places new responsibilities on SVC to ensure that we are able to respond quickly to and report suspected allegations of child harm.

REPORT:

The final report for the Royal Commission into Institutional Responses to Child Sexual Abuse (2017) makes a number of key recommendations including Recommendation 6.12 which is directed at Local Government. This strongly reinforces Council's responsibility to work towards becoming a Child Safe Organisation as well as ensuring there are effective policies, guidelines and systems to support child protection and safety within Council.

The Office of the Children's Guardian is an independent Statutory Authority that works to protect children and young people by promoting and regulating quality, child safe organisations and services.

The Office of the Children's Guardian has set out 10 child safe standards, reflected in the National Principles for Child Safe Organisations that assist organisations as part of the scheme to ensure that they are meeting not only their reporting obligations but also ensuring that their organisations are able to provide a safe place for children in their communities.

In order to allow flexibility in implementation and in recognition of the variety of organisational types, sizes and capacities, the National Principles outline at a high level the 10 elements that are fundamental for making an organisation safe for children.

National Principles for Child Safe Organisations

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture.
2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved in promoting child safety and wellbeing.
4. Equity is upheld and diverse needs respected in policy and practice.
5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
6. Processes to respond to complaints and concerns are child focused.
7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
9. Implementation of the national child safe principles is regularly reviewed and improved.
10. Policies and procedures document how the organisation is safe for children and young people.

These standards come with core components to help organisations to implement each standard.

A draft assessment of SVC against the 10 Child Safe Standards was developed to identify gaps in meeting the 10 Child Safe Standards.

Attached to this report is a table showing the National Standards and core components together with criteria status of Snowy Valleys Council in meeting the core components. The table also includes proposed actions to ensure Snowy Valleys Council becomes a child safe organisation.

An internal working group of SVC staff has been formed to assist in developing framework, including policy and procedure to guide implementation, and provide departmental advice.

A number of departments at SVC have already implemented some or most of the standards. Going forward, however, SVC needs to build the standards into all parts of council and have the standards and inclusion of children as a consideration during all decision-making activities.

The Office of the Children's Guardian has resources available to organisations to use in becoming a Child Safe Organisation. The Canberra Regional Joint Organisations are coming to share resources and assist in developing needed resources.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

1.6 Support and partner with other agencies to ensure community safety

Operational Actions

1.6.1 Advocate and facilitate community safety initiatives as per the Crime Prevention Plan

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Nil	Nil
Environmental	Nil	Nil
Economic	Opportunity for sharing of projects and resources.	Development of framework is human resource intensive.
Governance	Developed framework, policies and procedures will minimise risk as a Public authority.	Lack of developed framework places SVC at risk.

Financial and Resources Implications

- Sharing of financial and human resources will reduce the financial and human resource implications.
- Long term implications maybe financial in achieving the actions related to implementation of the framework to be a Child Safe Organisation.

Costs and Benefits:

Organisations that implement the Child Safe Standards will be demonstrating their leadership and commitment to child safety and wellbeing. These organisations will become 'organisations of choice', because children and young people, families and communities will feel confident that they provide safe environments where children's rights, needs and interests are met.

Policy, Legal and Statutory Implications:

Children's Guardian Act 2019 No 25 (NSW) section 15 Meaning of "local government authority".

Children's Guardian Act 2019 No 25 (NSW) section 14 Meaning of "public authority".

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

1. Adopt the recommendations for an SVC Child Safe Organisation.
2. Seek further information into becoming a Child Safe Organisation and defer consideration of this matter to a future Council meeting.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal**

SVC Safety Risk & Quality Meeting, 20 May 2020

Report tabled for Child Safe Organisation. The report was adopted and recommendations to form a Child Safe Organisation Working Group, develop framework and forward report to Council to recommend adoption as a SVC Child Safe Organisation.

Executive Director Community and Corporate

Face to face discussion to advise report is being forwarded and content of report.

SVC Child Safe Organisation Working Group

Preliminary discussion on what has been done, what needs to be done and progressing the work of becoming a Child Safe Organisation.

External

Office of Children's Guardian

Participation by SVC staff in online forum and sought advice on forming a Child Safe Organisation.

Canberra Regional Joint Organisation

Initial email contact to introduce self and advise intent to be involved in joint development initiatives.

Attachments

- 1 SVC Assessment against 10 Child Safe Standards (under separate cover) [⇒](#)

11. MANAGEMENT REPORTS**11.5 ASSESSMENT OF DA2020/0247 LOT 11 DP1123419 – BOMBOWLEE AVENUE BOMBOWLEE**

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

EXECUTIVE SUMMARY:

This report provides a status update on the assessment of DA2020/0247 Lot 11 DP 1123419 – Bombowlee Avenue Bombowlee.

Council has resolved to request that Officers prepare and submit to Council, appropriate conditions to be included in the DA should Council be inclined to issue development consent.

The Council resolution on this matter was in response to the assessing officer's recommendation to refuse development consent for DA2020/0247 in a report presented to the Ordinary meeting of Council held on 19 November.

The report and recommendation were presented to Council prior to any public notification of the DA or provision by the applicant of detailed flood modelling and hydraulic engineering reports that would be required to complete a robust assessment report. This was done to avoid expense on the applicant's part as the assessing officer considered that the DA not approvable.

The assessment report is required to demonstrate that a robust investigation of the impact and risks associated with the development has been undertaken and that any parties that may potentially be affected by the development have had the opportunity to have input into the assessment process.

In the circumstances it is recommended that Council Allow time for a full assessment and notification of the DA to occur prior to consideration of the DA at a future Council meeting.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Assessment of DA2020/0247 Lot 11 DP 1123419 – Bombowlee Avenue Bombowlee.**
- 2. Defer consideration of DA2020/0247 Lot 11 DP 1123419 – Bombowlee Avenue Bombowlee until such time as a full assessment and notification process has been completed.**
- 3. Request that the CEO ensure that a full assessment and notification process is undertaken in respect of DA2020/0247 Lot 11 DP 1123419 – Bombowlee Avenue Bombowlee.**

BACKGROUND:

A report was presented to the Ordinary meeting of Council held on 17 November 2020 recommending that Council refuse consent for DA2020/0247 – Proposed Dwelling with attached Garage/Shed – Bombowlee Avenue, Bombowlee. This was recommended on the basis that the submitted application did not address clause 6.2 "Flood Planning" of the Tumut Local Environment Plan 2012 which prevents Council being able to issue development consent on flood prone land unless it is satisfied that certain requirements under that clause are met.

In preparing the assessment of DA 2020/0247 the assessing officer requested further information and reports from the applicant in order to address the requirements associated with the flood prone nature of the site. Whilst some of this was provided, the assessing Officer was not satisfied that all issues had been addressed.

Council considered the report regarding DA2020/0247 – Proposed Dwelling with attached Garage/Shed – Bombowlee Avenue, Bombowlee and made the following resolution:

THAT COUNCIL defer making a determination in respect of DA2020/0247 – Proposed dwelling with attached garage/shed – Bombowlee Avenue, Bombowlee and request that Council staff report back to Council at the December 2020 meeting with conditions appropriate for Council consider the matter if Council is inclined to approve DA2020/0247.

REPORT:

DA2020/0247 proposes the construction of a Dwelling with attached Garage/Shed on land that has been identified as being within a “high hazard flood area”. The Snowy Valleys Development Control Plan (DCP) states that “building, other than minor works to existing buildings, is prohibited within identified high hazard flood areas”.

Applicants can request that the DCP be varied in certain circumstances. However, Council is required to complete an assessment report that will demonstrate that a thorough investigation into the impact and risks associated with the development and the variation, has been undertaken. This will require a series of technical study’s and reports to be provided by the applicant. Any DA conditions will need to respond to matters that are identified in such technical reports and studies.

Additionally, in order to develop effective and appropriate DA conditions relevant to the proposed development at Lot 11 Bombowlee Avenue Bombowlee it will be necessary to undertake public notification so as to:

- a) Ascertain if there are any objections or concerns about the development from adjacent land holders or other stakeholders
- b) Respond to any concerns through the development of conditions to be placed on the DA (if approved)

Given that discussion regarding DA2020/0247 that took place “In Committee” at the 19 November Council meeting indicated that Council would consider issuing consent for the development, it is appropriate and imperative that public notification be undertaken and a robust assessment report be prepared.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

1.9.3 80% of all Development Applications are assessed and determined within 60 days

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Provision of additional housing in the LGA	Potential for disputes between property owners if the proposed works cause changes to flood affectation.

	Positive	Negative
Environmental	Nil	Potential changes to drainage patterns and discharge of pollutants including sediment and/or wastewater.
Economic	Creating local economic boost through construction including trade hire and material purchase	Potential for financial imposition of public and emergency services to facilitate safe evacuation of dwelling occupants
Governance	Compliance with NSW Government and Council legislation and policies.	Non-Compliance with NSW Government and Council legislation and policies.

Financial and Resources Implications

The proposed development will not have financial implications to Council.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

Preparation of a robust assessment report and undertaking public notification of DA2020/0247 is consistent with relevant legislation and Council policy settings.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

In making determinations under the *Environment Planning and Assessment Act 1979* the consent authority is obligated to consider relevant matters, including:

- a. Provisions of any Environmental planning instrument (such as the LEP),
- b. Provisions of any development control plan (such as the DCP),
- c. The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
- d. The suitability of the site for development, and
- e. The public interest.

On land affected by flooding, Council will require an assessment of the impact of new development on changes in flood behaviour. The subject lot is designated a “high hazard flood area” in accordance with the NSW Floodplain Development Manual. It is common knowledge that the area floods.

In the case of such a foreseeable risk Council’s insurer advises that public liability or professional indemnity insurance may not be extended to cover damages as a result of a determination to approve development on the site without undertaking due diligence in respect of the impact of the proposed development

Preparation of a robust assessment report and undertaking public notification of DA2020/0247 in accordance with relevant legislation and Council policies will minimise such risk to Council.

OPTIONS:

Council can seek further information before considering this matter at a future Council meeting

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

It is proposed that DA2020/0247 be subject to public notification.

ATTACHMENTS

Nil

12. MINUTES OF COMMITTEE MEETINGS**12.1 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP MEETING - 23 SEPTEMBER 2020 & 22 OCTOBER 2020**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Disability Inclusion Access Reference Group (DIARG) from the Executive Director Community & Corporate.
2. Note the Minutes of the Disability Inclusion Access Reference Group meeting held on 22 October 2020.
3. Note the meeting notes, taken from the Disability Inclusion Access Reference Group meeting held on 23 September 2020.

BACKGROUND:

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

The DIAP is a legislated plan under the Disabilities Act 2014.

REPORT:

There were not enough voting members present to have a quorum from meeting scheduled on 23 September 2020. In the circumstances notes were kept from the meeting and any decisions will need to be ratified by a quorate meeting to be held in the future. Meeting notes were taken and reported in this report.

At the 23 September 2020 meeting the following items were discussed:

- a) Minutes of the 27 August 2020 will require some changes as follows:
 - Item 7 General Business – DIARG membership - Action to read “Tracy to ‘invite’ VALMAR to meeting, not ‘invoice’”.
- b) Item 7 General Business – New pavers in Tumut’s main street – Discussion point to read ‘Councillor Ham asked how people were finding them?’.

At the DIARG meeting 22 October 2020 the following items were discussed;

Notes from the 23 September 2020 Meeting were tabled and accepted: Councillor Cross, Wendy Arentz.

Business arising from notes

There was no business arising from Notes of Meeting 23 September 2020.

General business

Resignation of committee member discussed.

Disability Inclusion Action Plan

It was noted the Disability Inclusion Action Plan is dated and needs to be reviewed.

Service updates

In attached minutes for meeting.

Other business

The gifting of a tricycle to Kurrajong Therapy Plus to be shared on Council Social Media.

Numbers of people with disability in the Local Government Area. Research to be undertaken.

Community Welfare Committee

No update given.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

1.2.1 Implement Disability Inclusion Access Plan Actions

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil.

Costs and Benefits:

The costs and benefits of the DIARG are intangible and contribute to enhancing the welfare and social inclusion of people with disability in the Snowy Valleys Council local government area.

Tangible actions realised, are those actions of the Snowy Valleys Council Disability Inclusion Action Plan achieved.

Policy, Legal and Statutory Implications:

In accordance with the Disability Inclusion Act 2014, Division 3 Disability Inclusion Action Plans, 12 Requirement for Disability Inclusion Action Plans. Council a *public authority* must have a plan that sets out specific measures to include people with a disability.

In accordance with the Local Government Act, 1993, 375 Minutes, requires Councils' *'to keep full and accurate minutes'*.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Minutes of Disability Inclusion Access Reference Group 22 October 2020 (under separate cover) [⇒](#)
- 2 Notes - Disability Inclusion Access Reference Group - Inquorate - 23 September 2020 (under separate cover) [⇒](#)
- 3 Notes - Community Welfare Committee - 17 September 2020 (under separate cover) [⇒](#)

12. MINUTES OF COMMITTEE MEETINGS**12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - ANNUAL GENERAL MEETING - 4 NOVEMBER 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.
2. Note the Minutes of the Batlow Development League Annual General Meeting held on 4 November 2020.
3. Adopt the 2020 election of officer bearers: Chairperson; R Billings, Vice Chairperson; T McDonald, Secretary; A Dickinson, Treasurer; C Agate, Publicity & Media Officer; D Wiltshire.
4. Adopt 2020 core members of Batlow Development League; R Billings, A Dickinson, R Koo, H Tietze, B Hyams, C Agate, N Shaw, B David, T McDonald, K McLaren, D Wiltshire, T Billing

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's Annual General Meeting was held on 4 November 2020.

A summary of the meeting is as follows:

- a) The Chairperson thanked everyone for their efforts over the past years given the challenges of bushfires, COVID-19 and Zoom Meetings. Chairperson also thanks Council and Council representatives for their support, input and guidance.
- b) Election of core members to have voting rights: R Billing, A Dickinson, R Koo, H Tietze, B Hyams, C Agate, N Shaw, B David, T McDonald, K McLaren, D Wiltshire and T Billings.
- c) Normal business was suspended to allow council representative Paul Holton to take the chair and conduct the 2020 election of office bearers. It was moved, seconded, accepted and carried:
 - i. Chairperson: R Billings
 - ii. Vice Chairperson: T McDonald
 - iii. Secretary: A Dickinson
 - iv. Treasurer: C Agate
 - v. Publicity and Media Officer: D Wiltshire

At the conclusion of the elections Council Representative P Holton handed the meeting over to the newly elected Chairperson R Billings.

Meeting Closed: 7.25pm

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

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

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 - Annual General Meeting - Batlow Development League - 4 November 2020 (under separate cover) [⇨](#)

12. MINUTES OF COMMITTEE MEETINGS**12.3 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION MEETING - 10 NOVEMBER 2020****REPORT AUTHOR:** CHIEF EXECUTIVE OFFICER**RESPONSIBLE DIRECTOR:** CHIEF EXECUTIVE OFFICER**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on the Talbingo Progress and Ratepayers Association meeting held on 10 November 2020.**
2. **Note the Minutes of the Talbingo Progress and Ratepayers Association meeting held on 10 November 2020.**
3. **Note that the Mayor has written to Forestry requesting the road from Talbingo to Batlow be reopened to the public.**

BACKGROUND:

The Talbingo Progress and Ratepayers Association met on the 10 November with members attending in person and virtually. The meeting concentrated on the Snowy Hydro Floating Pontoon and Landscaped Recreational area and the Snowy Valleys Council Committee Consultation. The meeting was attended by Snowy Valleys Council Councillor Cate Cross, Chief Executive Officer Matthew Hyde and Project Manager Andy Findlay.

REPORT:

The following items were discussed:

- The Talbingo Dam Boat Ramp Project/Swimming Area:

Tenders received currently being processed; concept design to be released and community consultation in the community will be held on 30 November 2020; Snowy Valleys Council (SVC) have already noted community concerns and earlier feedback; Association members asked if works could be moved to winter months to allow for maximum swimming opportunities during summer and is there any opportunity to make the area more useable such as widening?

- A Snowy Hydro 2.0 update
- The Association was to write to Snowy Hydro and request that the spillway be re-opened for this season.
- An update on various matters from Snowy Valleys Council including: Telecommunications and road closures
- Request for assistance from Snowy Valleys Council regarding request to Forestry to open the road from Talbingo to Batlow.
- Request for further information from Council on local rabbit and peacock control, tree trimming in town, dangerous trees, cemetery signage and parking at Talbingo Shops.

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

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

SUSTAINABILITY ASSESSMENT:

Community meeting groups assist in the social sustainability of our towns and provides a forum for residents to connect, contribute and share information.

Financial and Resources Implications

Councillors and staff time to prepare for and attend meetings.

Costs and Benefits:

The project for Talbingo spillway is externally funded by the State and Snowy Hydro and Council is delivering the works which has no net impact on Council's budget.

Policy, Legal and Statutory Implications:

Various discussion on Council's Committee Health Checks.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risks associated with operation as an incorporated group or Council committee were discussed.

OPTIONS:

That Council receives the report.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Councillor and Council staff member attendance at the committee meetings assist the community in being connected with Council activities and allows for feedback to be received by the community to Council.

Attachments

- 1 Draft Minutes - Talbingo Progress & Ratepayers Association meeting held 10 November 2020 (under separate cover) [⇒](#)

12. MINUTES OF COMMITTEE MEETINGS**12.4 MINUTES – RRL ADVISORY COMMITTEE MEETING – OCTOBER 2020**

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

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Riverina Regional Library Advisory Committee Meeting Minutes October 2020**
- 2. Note the Minutes of the Riverina Regional Library Advisory Committee Meeting held on 28 October 2020.**

BACKGROUND:

The Riverina Regional Library (RRL) operates under two primary pieces of legislation – the Local Government Act 1993 and the Library Act 1939.

As a member Council of RRL and signatory to the RRL Deed of Agreement 2018 – 2022, Snowy Valleys Council has appointed two delegates, one of which is an elected person, to be members of the RRL Advisory Committee.

Wagga Wagga City Council undertakes the role of ‘Executive Council’ under the current Riverina Regional Library Deed of Agreement, and the RRL operates under the policies of the Executive Council in order to comply with the requirements of the Local Government Act. An advisory committee, known as the RRL Advisory Committee, provides advice and recommendations to the Executive Council on matters pertaining to RRL.

REPORT:

The RRL Advisory Committee meeting was held on 28 October 2020. Minutes of the meeting are attached. Wagga Wagga City Council as the Executive Council adopted the minutes at their 23 November 2020 Council Meeting.

At the meeting a report was tabled by the Riverina Regional Library Director relating to correspondence from Peter Thompson, General Manager of the Wagga Wagga City Council (WWCC). The letter provided a Notice of Intent to the RRL, notifying that WWCC wishes not to continue with the terms and conditions of the current RRL Deed of Agreement (for the Wagga Wagga City Library) beyond the expiry date of 30 June 2022. This notification was provided in accordance with the requirements of Section 11.2 of the RRL Deed of Agreement which states:

A Member Council may withdraw from this Agreement having given not less than two years’ notice in writing to the Executive Director of its intention. The final date for providing notice of withdrawal from this Agreement is two years prior to the expiry of the Agreement.

In attendance at the RRL Advisory Committee Meeting of 28 October was WWCC Director Community, Janice Summerhayes and WWCC Manager Community Services, Madeleine Scully, who have advised that a review of library services is being undertaken by an external consultant with the objective of repositioning the Wagga Wagga City Library (WWCL) to best serve the projected growth and diversity of population in 2030 and beyond. The review will consider both infrastructure and service requirements for Wagga Wagga’s expanding demographic. The two

fielded questions from those in attendance to clarify the situation and motivation behind the letter of intent.

The WWCL review also presents RRL with an opportunity to review its funding model, service provision model and associated foundation documents including the Deed of Agreement and Service Level Agreements, in consultation with all member councils. As such a meeting of the RRL Executive, of which SVC Manager Customer & Technology is a Board Member, has been called to discuss the current situation with a focus on:

- RRL funding model
- Deed of Agreement
- Service Level Agreements
- RRL organisation structure
- Current service provision
- Future service requirements

The intent following the Executive Committee meeting is to work with all member councils to establish a milestone timeline that will ensure that an agreed position has been reached and resolved well in advance of the expiry of the current 4-year RRL Deed of Agreement on 30 June 2022.

The overall objective for the Executive is to ensure that RRL remains a relevant organisation that has the inbuilt flexibility and scalability to meet the needs of its members, embrace the inevitable changes in technology and customer demand, and retain its important historical role as a successful mutual association of councils.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

1.2.4 Provide residents and visitors with access to knowledge and technology through the provision of a contemporary library service

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Library Act 1939

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Attachments

- 1 Riverina Regional Library Advisory Committee Minutes – 28 October 2020 (under separate cover) [⇒](#)