



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
18 MARCH 2021**

THE MEETING WILL BE HELD AT 2.00PM
HYBRID - COUNCIL CHAMBERS, 76 CAPPER STREET TUMUT OR 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 18 March 2021
Hybrid - Council Chambers
76 Capper Street Tumut
Or 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

3. DECLARATIONS OF PECUNIARY INTEREST

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

4. PUBLIC FORUM

5. CONFIRMATION OF MINUTES

- 5.1 ORDINARY MEETING - 18 FEBRUARY 2021 3
- 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

- 10.1 MURRAY DARLING ASSOCIATION - 77TH NATIONAL CONFERENCE & AGM - 16TH TO 19TH MAY 2021 17
- 10.2 WASTE 2021 CONFERENCE - 4TH TO 6TH MAY 2021 20
- 10.3 DRAFT INFORMATION GUIDE 2021 23
- 10.4 RESCINDING OF FINANCIAL MANAGEMENT POLICY 26
- 10.5 STATEMENT OF INVESTMENTS - FEBRUARY 2021 28
- 10.6 FINANCIAL PERFORMANCE AS AT 31 JANUARY 2021 31

11. MANAGEMENT REPORTS

11.1	UPDATE ON RATES HARMONISATION PROCESS AND COMMUNITY FEEDBACK.....	36
11.2	RFS BOMBOWLEE BRIGADE - HANGARS 6 & 9	39
11.3	DRAFT SNOWY VALLEYS CHILDREN'S SERVICES STRATEGIC PLAN	42
11.4	PLANNING PROPOSAL FOR TUMUT LEP 2012 (AMENDMENT NO. 6) - ARTISAN FOOD AND DRINK INDUSTRIES	46

12. MINUTES OF COMMITTEE MEETINGS

12.1	MINUTES - AUDIT RISK AND IMPROVEMENT COMMITTEE - 10 FEBRUARY 2021	52
12.2	MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP - 26 NOVEMBER 2020.....	55
12.3	MINUTES - BATLOW DEVELOPMENT LEAGUE - 3 FEBRUARY 2021.....	57
12.4	MINUTES - GLENROY HERITAGE RESERVE COMMITTEE	60
12.5	MINUTES - TALBINGO PROGRESS & RATEPAYERS ASSOCIATION - 15 DECEMBER 2020 AND 16 FEBRUARY 2021.....	63
12.6	MINUTES - TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE - AGM - 10 NOVEMBER 2020.....	65
12.7	MINUTES - TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE - 13 OCTOBER, 8 DECEMBER 2020 AND 9 FEBRUARY 2021	68

13. CONFIDENTIAL

13.1	WRITE-OFF OF DEBTS	72
13.2	PROPOSAL TO LEASE ROTH'S CORNER MEDICAL CENTRE.....	72
13.3	TENDER 2021/01 – MR677 ALPINE WAY SLOPE REHABILITATION WORKS (SLOPES 11984 & 11985).....	72
13.4	CONFIDENTIAL STATEMENT TO COUNCILLORS	72
13.5	CHIEF EXECUTIVE OFFICER'S ANNUAL PERFORMANCE REVIEW - TO DECEMBER 2020.....	72

14. MEETING CLOSURE

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 18 February 2021

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 18 February 2021 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD VIA VIDEO LINK ON THURSDAY
18 FEBRUARY 2021 COMMENCING AT 2.00PM**

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

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

1. ACKNOWLEDGEMENT OF COUNTRY

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

2. APOLOGIES

M01/21 RESOLVED:

That the Leave of Absence received from Cr Margaret Isselmann be received and granted.

Cr Cate Cross/Cr John Larter

CARRIED UNANIMOUSLY

3. DECLARATIONS OF INTEREST

Cr Julia Ham declared a pecuniary interest in relation to report # 10.1 Ratification of Meetings Attended by Councillors – January 2021 due to her involvement and will remain in the room during discussion and will be voting.

4. PUBLIC FORUM

Nil.

5. CONFIRMATION OF MINUTES

M02/21 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 10 December 2020 be received.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

General discussion regarding matters considered at the previous meeting.

6. GOVERNANCE AND FINANCIAL REPORTS

10.1 RATIFICATION OF MEETINGS ATTENDED BY COUNCILLORS - JANUARY 2021

M03/21 RESOLVED:

THAT COUNCIL:

1. Receive the report Ratification of Meetings Attended by Councillors – January 2021.
2. Endorse the approval granted by the Mayor and CEO for councillor attendance at the following meetings:
 - a. Cr Ham – Remembering the Sugar Pines on 24 January 2021.
3. Ratify for payment any associated eligible expenses incurred by councillors at these events under Council policy.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.2 DRAFT PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY - FOR ADOPTION

M04/21 RESOLVED:

THAT COUNCIL:

1. Receive the report on draft Payment of Expenses and the Provision of Facilities for Mayors, Councillors Policy – For Adoption.
3. Note the one (1) submission received for the draft Payment of Expenses and the Provision of Facilities for Mayor and Councillors Policy.
4. Make the following amendments to the definition of Official Business:
 - a) add Council sponsored events
 - b) remove the suggested wording ‘to be ratified at the next Council meeting’
5. Seek advice as to the appropriateness of the amended definition from the Office of Local Government.

6. Adopt the Payment of Expenses and the Provision of Facilities for Mayors and Councillors Policy (SVC-EXE-PO-002-04) should the Office of Local Government have no objections to the suggested changes.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

10.3 ADOPTION OF COUNCIL COMMITTEES POLICY AND COUNCIL COMMITTEES OPERATIONS MANUAL

**M05/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Adoption of the Council Committees Policy and Adoption of the Council Committees Operations Manual.
2. Adopt the Council Committees Policy SVC-GOV-PO-110-01
3. Adopt the Council Committees Operations Manual SVC-GOV-Gdl-028-01 and rescind the following documents as superseded
 - a. S355 Committee Constitution and Members Induction Manual TofR0.3 (former Tumut Shire Council)
 - b. Section 355 Committee Management Manual TSC-COR-M-001.01 (former Tumbarumba Shire Council)

Cr Cor Smit/Cr John Larter

CARRIED UNANIMOUSLY

M06/21 RESOLVED to move into Committee of the Whole.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

M07/21 RESOLVED to move into Committee of the Whole.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

10.4 2020/2021 HALF YEARLY OPERATIONAL PLAN - ACTION & PROJECT UPDATE

**M08/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on 2020-2021 Operational Plan Report - Half Yearly from Executive Chief of Staff.

- 2 Endorse the 2020-2021 Operational Plan Report – Half Yearly Update - with the amendment made to clarify that the Regional Trails Masterplan has not yet been funded and that only the Talbingo trail masterplan component has received funding to date.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

10.5 NEW COUNCIL IMPLEMENTATION FUND (NCIF) AND STRONGER COMMUNITIES FUND (SCF) QUARTERLY COUNCIL REPORT - JANUARY 2021

**M09/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the New Council Implementation Fund (NCIF) and Stronger Communities Fund (SCF) for period ending 31st January 2021.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.6 STATEMENT OF INVESTMENTS - JANUARY 2021

**M10/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Statement of Investments January 2021.
2. Note the above-policy-limit investment allocation with Council's primary bankers.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

10.7 STATEMENT OF INVESTMENTS - DECEMBER 2020

**M11/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Statement of Investments December 2020.
2. Note the above-policy-limit investment allocation with Council's primary bankers.

Cr John Larter/Cr Cate Cross

CARRIED UNANIMOUSLY

10.8 FINANCIAL REPORT - DECEMBER 2020

M12/21 RESOLVED:
THAT COUNCIL:

1. Receive the Financial Report – December 2020 with the amendment to the operating line as discussed.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

10.9 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2020

M13/21 RESOLVED:
THAT COUNCIL:

1. Receive and adopt the Quarterly Budget Review as at 31 December 2020.
2. Adopt the Revenue, Expenditure and Capital Budget adjustments as noted in the attached 2nd Quarterly Budget Review.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10.10 ADDITIONAL ORDINARY MEETING FOR THE REVIEW OF THE DRAFT 2021-2022 OPERATIONAL PLAN AND BUDGET

M14/21 RESOLVED:
THAT COUNCIL:

1. Receive the report on additional ordinary meeting for the review of the draft 2021-2022 Operational Plan and budget.
2. Approve an additional ordinary meeting of Council on 23 March 2021 at 6pm for the purpose of examining the draft Operational Plan and annual budget for 2021-2022 before the public exhibition period commences.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

7. MANAGEMENT REPORTS**11.1 ROAD NAMING - GOLF LINKS ESTATE SUBDIVISION**

M15/21 RESOLVED:
THAT COUNCIL:

1. Receive this report on the proposed road name for the Golf Links Estate Subdivision;

2. Endorse placing the proposal for the road name for the Golf Links Subdivision of 'Prospero Drive' on public exhibition for a minimum of 28 days including publishing the proposal in the local newspapers allowing for public comment;
3. Approve the proposal for the road name for the Golf Links Subdivision of 'Prospero Drive' if no public submissions are received and:
 - a. serve notices of the road name proposal to Australia Post, Registrar General, Surveyor General
 - b. formally have the name gazetted in the Government Gazette and place a notice in the local newspaper giving a description of the road and its location
4. Receive a further report on the proposed road name for the Golf Links Subdivision of 'Prospero Drive' if public submissions are received during the exhibition period.

Cr Andrianna Benjamin/Cr John Larter

CARRIED UNANIMOUSLY

11.2 DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORTS FOR 2018 AND 2019

**M16/21 RESOLVED:
THAT COUNCIL:**

1. Receive this report on the Drinking Water Management System Annual Reports for 2018 and 2019;
2. Endorse the Drinking Water Management System Annual Reports for submission to the local Public Health Unit (PHU), NSW Health;
3. Write to NSW Health, thanking them for funding and appointing Viridis Consultants, to prepare the Drinking Water Management System Annual Reports for 2018 and 2019.

Cr Cor Smit/Cr Cate Cross

CARRIED UNANIMOUSLY

3.00pm Mayor Cr James Hayes left the meeting.

3.00pm Deputy Mayor Cr John Larter Chaired the meeting for Item 11.3

3.03pm Mayor Cr James Hayes returned to the meeting and resumed the position of Chair from Item 11.4 onwards

11.3 CROWN ROAD RESERVE TUMUT AERODROME**M17/21 RESOLVED:
THAT COUNCIL:**

1. Receive this report on Crown Road Reserve at Tumut Aerodrome.
2. Approve the Crown Road Reserve acquisition adjoining Lot 2 DP 1075294 and Lot 3 DP 560744 and delegate authority to the Chief Executive Officer to make an application to the Department of Crown Lands to transfer the Crown Road Reserve to public road reserve under Snowy Valleys Council's Authority.
3. Approve the road reserve closure adjoining Lot 2 DP 1075294 and Lot 3 DP 560744 following transfer to Snowy Valleys Council.
4. Delegate the Mayor and Chief Executive Officer to affix the Council seal and execute any documents relevant to the road reserve's closure and its transfer to aerodrome land.

Cr Bruce Wright/Cr Julia Ham

CARRIED UNANIMOUSLY**11.4 NAMING OF INTERNAL WALKWAY - TUMBARUMBA CEMETERY****M18/21 RESOLVED:
THAT COUNCIL:**

1. Receive this report on naming of the Internal Walkway in the Tumbarumba Cemetery;
2. Endorse placing the proposal for naming of the internal walkway at the Tumbarumba Cemetery 'Ivan Lyons Walkway' on public exhibition for a minimum of 28 days including publishing the proposal in the local newspapers allowing for public comment;
3. Approve the proposal for naming of the internal walkway at Tumbarumba Cemetery 'Ivan Lyons Walkway' if no public submissions are received;
4. Receive a further report on the proposal for naming of the internal walkway at Tumbarumba Cemetery 'Ivan Lyons Walkway' if public submissions are received during the exhibition period.

Cr Bruce Wright/Cr Cate Cross

CARRIED UNANIMOUSLY**11.5 RESCINDMENT OF POLICIES - INFRASTRUCTURE****M19/21 RESOLVED:
THAT COUNCIL:**

1. Receive this report on rescindment of Polices – Infrastructure

2. Rescind the following policies:
 - a. Collection of Firewood - Council Controlled Road Reserves Policy – Roads.10 (Former Tumut Shire)
 - b. Environmental Policy for Works Activities - ENV.11 (Former Tumut Shire)
 - c. Environmental Sustainability Policy (Depot Only)
 - d. Facilities on Construction Sites Policy - TSC-WHS-PO-025-01 (Former Tumbarumba Shire)
 - e. Fleet Safety Policy – TSC-WHS-PO-032-02 (Former Tumbarumba Shire)
 - f. Grazing Stock of Council Roads Policy – TSC-RM-PO-054-02 (Former Tumbarumba Shire)
 - g. Provision of Contract Services by Council Policy – GOV.01 (Former Tumut Shire)
 - h. Recycled Water Policy – Wtr.01 (Former Tumut Shire)

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

11.6 COMPANION ANIMALS MANAGEMENT POLICY - FOR ADOPTION

**M20/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on Companion Animals Management Policy – for adoption;
2. Adopt the Companion Animals Management Policy (SVC-ENV-PO-104-01);
3. Note the three (3) submissions received for the Draft Companion Animals Management Policy.

Cr Julia Ham/Cr Cor Smit

CARRIED UNANIMOUSLY

8. MINUTES OF COMMITTEE MEETINGS

12.1 MINUTES - LOCAL TRAFFIC COMMITTEE - 25 NOVEMBER 2020

**M21/21 RESOLVED:
THAT COUNCIL:**

1. Receive this report on the Local Traffic Committee meeting held on the 25 November 2020;

2. Note the Minutes of the Local Traffic Committee meeting held on the 25 November 2020 attached to this report;
3. Endorse the following recommendations from the minutes:
 - a. Item 4.1 - Lowthers Lane: investigate a range of designs that incorporate the installation of:
 - i. give way signs or
 - ii. making Lower's Lane a one-way road or
 - iii. widening the road formation to a width to fit two (2) traffic on it or
 - iv. adding an additional separate line; and
 - v. Officers investigate the traffic flow along Lowther's Lane, Mundongo using traffic counters and cameras;
 - b. Item 4.2 - Travers Street, Adelong: investigate and present a range of designs that close the western end of Travers Street at the intersection of Quartz Street and Travers Street at a future Local Traffic Committee Meeting and Officers investigate traffic flow along Travers Street using traffic counters, pedestrian counters, and cameras;
 - c. Item 4.3 - Elm Drive Lane Realignment and Parking: investigate designs and strategies for remediating the traffic congestion outside the basketball court on Elm Drive
 - d. Item 4.4 - Speed Zone requests: support the community in making adjustment applications (southwest.customerservices@rms.nsw.gov.au) and that Council uses a variety of strategies to encourage safe speeds on roads;
 - e. Item 4.5 - Special Event Application – Batlow Ciderfest 2021: support the Special Event Application for the 2021 Batlow Ciderfest to enable this event to go ahead, subject to Council's standard conditions;
 - f. Item 4.6 - Special Event Application – Tumut Festival of the Falling Leaf 2021: support the Special Event Application for the 2021 Tumut Festival of the Falling Leaf to go ahead, subject to Council's standard conditions;
 - g. Item 5.1 - Engine Braking within Town Limits: write a letter to the timber mills to remind timber truck operators not to use engine braking within town limits through the use of signs or direct messaging;
 - h. Item 5.2 - Small Timber Debris falling off timber trucks: write a letter to the timber mills to remind wood product truck operators to remove all small debris from truck covering to minimize the number of debris falling onto the roads;

- i. Item 5.3 - Batlow Road/Snowy Mountains Highway Intersection: request an update and report on planned improvements to the Batlow Road/Snowy Valleys Mountain Highway intersection;
 - j. Item 5.4 - Speed zone adjustments: note concerns were raised, and frustrations experienced by road users regarding the rolling out of lower adjusted speed zones; Transport for NSW position is to promote and support the safety of all road users. The extra time taken to travel distance at lower speeds is compensated by the safer road environment;
 - k. Item 5.5 - Greenhills Road and Wondalga Road speed zones: note that these speed zones are temporary speed zones and will revert to original speed zones once the timber harvest for bush fire damaged forests is completed;
 - l. Item 5.6 – Extension of School Zone in Rosewood: prepare a report that requests TfNSW to extend the school zone to include a segment of the Wagga Road in Rosewood between the CBD and Humula Street.
4. Request consideration of a review of the parking situation on Elm Drive in the vicinity of the Riverside Café at the next Local Traffic Committee meeting;
 5. Request consideration at the next Local Traffic Committee meeting of a pedestrian island or crossing on Fitzroy Street at the Pump Track noting that any island/crossing would require an application to be submitted through Transport for NSW.

Cr Bruce Wright/Cr John Larter

CARRIED UNANIMOUSLY

12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 4 NOVEMBER 2020

**M22/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Batlow Development League.
2. Note the Minute of the Batlow Development League meeting held on 4 November 2020.

Cr Cor Smit/Cr John Larter

CARRIED UNANIMOUSLY

12.3 MINUTES - BATLOW DEVELOPMENT LEAGUE - 2 DECEMBER 2020**M23/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Batlow Development League.
2. Note the Minutes of the Batlow Development League meeting held on 2 December 2020.

Cr Cor Smit/Cr Julia Ham

CARRIED UNANIMOUSLY**12.4 MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - AGM - 1 NOVEMBER 2020****M24/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Glenroy Heritage Reserve Committee Minutes;
2. Note the Minutes of the Glenroy Heritage Reserve Committee meeting AGM held on 1 November 2020;
3. Adopt the following recommendation/s from the minutes:

Endorse the nominations of the following committee members: Neil Christie, Stephen Weeks, Annelies Lever, Kathy Lyons, Anne Thoroughgood, Brenda Wiggett and Colleen McAuliffe;

Recognise the motion to remove Merelle Bell, Robin Cutliffe and Sue Livermore from Bank signatories and to add Stephen Weeks and Annelies Leaver.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY**12.5 MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - GENERAL MEETING - 1 NOVEMBER 2020****M25/21 RESOLVED:
THAT COUNCIL:**

1. Receive the report on the Glenroy Heritage Reserve Committee Minutes
2. Note the Minutes of the Glenroy Heritage Reserve Committee Ordinary meeting held on 1 November 2020

3. Note the following recommendation from the Glenroy Heritage Reserve Committee:
 - a) Request for the gutters on the Pioneer Women's Hut to be cleaned, and water to be diverted away from building.

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

9. CONFIDENTIAL

M26/21

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 RFT 2020/12 - GOOBARRAGANDRA ROAD SLOPES STABILISATION TENDER

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.

Cr John Larter/Cr Bruce Wright

CARRIED UNANIMOUSLY

At this stage, the time being 3.20pm Council went into Confidential.

13.1 RFT 2020/12 - GOOBARRAGANDRA ROAD SLOPES STABILISATION TENDER

M27/21

RESOLVED:

THAT COUNCIL:

1. Receive this report on the Request for Tender - RFT 2020/12 for the Construction of Goobarragandra Road Slopes Stabilisation at Goobarragandra;
2. Resolve in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of Specialised Geo Pty Ltd for the Construction of Goobarragandra Road Slopes Stabilisation at Goobarragandra for the lump sum amount of \$1,411,002 excluding GST;

3. Authorise the Chief Executive Officer to enter into a contract with Specialised Geo Pty Ltd for the Construction of Goobarragandra Road Slopes Stabilisation at Goobarragandra;
4. Write to the unsuccessful tenderers advising of the outcomes of the tender process.

Cr John Larter/Cr Cate Cross

CARRIED UNANIMOUSLY

Mayor Hayes thanked all involved in TumbaTrek, the opening of the Batlow Library and Tumbarumba Pool upgrade and the Arbor Festival.

There being no further business to discuss, the meeting closed at 3.25pm.

10. GOVERNANCE AND FINANCIAL REPORTS**10.1 MURRAY DARLING ASSOCIATION - 77TH NATIONAL CONFERENCE & AGM - 16TH TO 19TH MAY 2021**

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 those councillors that have nominated to attend the Murray Darling Association's (MDA) 77th National Conference & AGM from 16th to 19th May 2021.

This year the MDA will host a hybrid event, with the option to either attend in person in Wentworth, NSW, or virtually. The AGM will be held on the final day, being Wednesday 19th May 2021.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Murray Darling Association 77th National Conference and Annual General Meeting (May 2021).**
- 2. Approve the virtual attendance of Cllr Geoff Pritchard at the Murray Darling Association National Conference from the 16th to 19th May 2021.**

BACKGROUND:

The Murray Darling Association (MDA) provides representation of local government and communities at a state and federal level in the management of Murray Darling Basin resources, by providing information, facilitating debate, and seeking to influence government policy.

The MDA advocates on behalf of Basin communities, utilises local knowledge and expertise to fully understand regional issues, acts as a conduit for information and discussion between communities and government, explores options to achieve sound solutions to regional issues and acts as an educational resource for the Basin.

REPORT:

The Conference is themed 'Connectivity – Connecting Councils and Catchments'. Following the adversity of droughts, fires, and Covid-19, it is the towns, regions and countries that possess innovative, connected local leadership that emerge the quickest and strongest. The local government and communities of the Murray Darling Basin are well placed to adapt and forge ahead in 2021, as clever councils recognise the importance of innovation to restore and rebuild connectivity.

Connectivity of communities is essential, and this year's conference provides the opportunity for councils to join the conversation, inform future policy and engage with the innovators, scientists, educators, and leaders of our time (conference program not yet published). The full program has not yet been released.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

**Integrated Planning and Reporting Framework:
CSP Outcome 2028**

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Provisions within Council's 2020/21 Operational Budget have been made for attendance at conferences by councillors.

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

Mayor	\$6,500
Deputy Mayor	\$5,000
Councillors	\$4,000 each

Clr Pritchard has indicated that he would like to attend this conference virtually. A virtual registration pass for the three days is \$175 (members). At the time of writing, Cr Pritchard has sufficient budget to cover the expenses associated with attendance:

Councillor	Actuals	Budget	Balance after conference
Clr Geoff Pritchard	\$175.00	\$4,000.00	\$3,825.00

Costs and Benefits:

Full Virtual Registration (member) is \$175.00 +GST.

Clr Pritchard will receive information from the presentations, as well as the opportunity to network with other councils, state and federal government agencies and industry to share with all councillors via a report following the conference in accordance with the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy:

6.33 Councillors attending conferences and seminars will provide a written report to an open council meeting on the outcomes of the conference or seminar within one month of the Councillor's attendance at the conference or seminar.

Policy, Legal and Statutory Implications:

Council's Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy requires Council to make a resolution on conference attendance for those seeking Council's financial support to attend.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Council can choose not to approve the attendance of the nominated councillor.

Council can support the attendance of additional Councillors at the conference.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS

10.2 WASTE 2021 CONFERENCE - 4TH TO 6TH MAY 2021

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 those Councillors that have nominated to attend the Waste 2021 Conference from 4th to 6th May 2021.

This year the Conference will be a three-day hybrid event, allowing attendance by delegates either in person or virtually. The Conference will be held at the Opal Cove Resort, Coffs Harbour.

RECOMMENDATION:

THAT COUNCIL:

1. **Receive the report on the Waste 2021 Conference.**
2. **Approve the virtual attendance of Cllr Cate Cross at the Waste 2021 Conference from 4th to 6th May 2021.**

BACKGROUND:

The Coffs Harbour Waste Conference, established since 1996, is held at the beginning of May each year. It is well regarded as the industry's leading waste management conference. The event features two and a half days of presentations, a comprehensive trade exhibition and social events on three evenings providing invaluable networking opportunities.

The Coffs Waste Conference provides a quality program focused on the latest developments in the industry, high profile presenters that area leaders in their field and an exhibition by leading edge companies and professionals from across Australia and overseas.

The conference is targeted at all who work in, or have an interest in, waste management issues, and has a particular relevance to local government. It is geared towards local and state government managers, engineers, educators, planners and councillors, equipment and service providers, environmental, community and industry groups, consultants, students and academia.

REPORT:

The Program covers the following key topics:

* Energy From Waste	* Education (3 sessions)	* Regional Issues
* Alternate Recycling Pathways	* Key Waste Issues + Strategy	*Circular Economy (2 sessions)
* Plastics	* Technology	* Organics (3 sessions)
* Product Stewardship	*Indigenous Waste Mgmt	* Litter
* Illegal Dumping		

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

Theme 3: Our Environment

Delivery Outcomes

3.3 We sustainably manage waste through a commitment to resource recovery and best practice waste management

Operational Actions

3.2.3 Maintain active membership and participation in Regional Waste Forums

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications:**

Provisions within Council's 2020/21 Operational Budget have been made for attendance at conferences.

Conference and seminar 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	\$4000 each

Clr Cross has indicated that she would like to attend this conference virtually.

At the time of writing, Clr Cross has sufficient budget to cover the expenses associated with attendance, either in person or virtually:

Attendance Type	Cost	Budget	Balance
Virtual	Actual \$425	\$4,000	\$3575
In-person	Est \$3,000	\$4,000	\$1,000

Cost:

2.5 day Virtual Pass (non member) is \$425.

2.5 day In-Person Full Conference Pass (non member) is \$1,660; accommodation estimated \$800, return flights estimated \$500; total estimate \$3,000.

Due to the cost difference and Council's sustainability challenges, where feasible, Council's preference is for virtual attendance at conferences.

Benefit:

Clr Cross will receive information from the presentations as well as the opportunity to network with other Councils, state and federal government departments and industry to share with all councillors via a report following the conference in accordance with the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy:

6.33 Councillors attending conferences and seminars will provide a written report to an open council meeting on the outcomes of the conference or seminar within one month of the Councillor's attendance at the conference or seminar.

Policy, Legal and Statutory Implications:

The Payment of Expenses and Provision of Facilities Policy for Mayor and Councillors requires Council to make a resolution on conference attendance for those seeking Council's financial support to attend.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Council can support the in-person attendance of Cr Cross at the conference, at an additional estimated cost of \$2,575.

Council can choose not to approve the attendance of nominated councillors at the conference.

Council can support the virtual attendance of additional Councillors at the conference.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

Attachments

- 1 Conference Program - Waste 2021 (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.3 DRAFT INFORMATION GUIDE 2021**

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

EXECUTIVE SUMMARY:

The Snowy Valleys Council Draft Information Guide 2021 has been prepared in accordance with s.20 and s.22 of the *Government Information (Public Access) Act 2009* and this report requests that Council considers the draft Information Guide and provides the opportunity for community feedback through a public exhibition period of 28 days.

The document provides members of the community, Council staff, and the general public with information concerning:

- The structure and functions of Council;
- The way in which the functions of Council affect members of the public;
- The means by which members of the public can participate in policy development and the exercise of Council's functions;
- The type of information that is available from Council and how this information is made available.

Once adopted, the Information Guide will be available for the community to access from Council's website.

The Guide has been prepared in consultation with key internal stakeholders and has been submitted to the Information and Privacy Commissioner for review, with feedback considered and incorporated.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Draft Information Guide 2021**
2. **Endorse the Information Guide 2021 SVC-EXE-Gdl-001-03 for public exhibition for a period of no less than 28 days.**
3. **Note that if submissions are received during the public exhibition period, a further report will be provided to Council on the submissions and any proposed amendments to the Information Guide.**
4. **Adopt the Information Guide if no submissions are received on the day after the completion of the public exhibition and publish on the Council website.**
5. **After adoption, the Information Guide 2021 SVC-EXE-Gdl-001-03 to be published on the Council website, and the Information Guide 2020 SVC-EXE-Gdl-001-02 be removed from Councils website**

BACKGROUND:

Information Guides are an important way for the community to access government information. They allow the public to identify and access information held by an agency/Council. They connect the public and agencies/Councils by providing clear pathways for the accessing of government information.

Information Guides promote the objective of the *Government Information (Public Access) Act 2009* (GIPA Act), by making available government information to the public at the lowest possible cost and encourage public participation in the agency's decision-making and functions.

REPORT:

The Information Guide includes information on the following:

1. Structure and functions of Council (including staff and Councillors)
2. How Council's functions affect members of the public
3. Public participation in Local Government
4. Accessing Government information
5. Accessing Council information
6. Restrictions on access to information
7. Rights and review and appeal
8. Who to contact for further information.

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

4.3.2 Continue to streamline council processes to improve integration and build user confidence

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	<i>Allows the community to understand the structure and functions of Council and the ways in which they can access information.</i>	<i>Nil</i>
Environmental	<i>Nil</i>	<i>Nil</i>
Economic	<i>Nil</i>	<i>Nil</i>
Governance	<i>Compliance with legislation Government Information (Public Access) Act 2009</i>	<i>Nil</i>

Financial and Resources Implications

Failure to adopt and implement the Information Guide in a timely manner leaves Council at risk of non-compliance with legislation and failure to meet community standards and expectations.

Policy, Legal and Statutory Implications:

The Information Guide has been prepared in accordance with the requirements of the *Government Information (Public Access) Act 2009* including:

1. Open government information to the public by the proactive public release of government information by agencies, giving members of the public an enforceable right to access government information and only restricting government information when there is an overriding public interest against disclosure.
2. Under Part 3 Division 2 of the GIPA Act, all agencies (other than a Minister) must have an Agency Information Guide (AIG).
3. Information Guides must be available free of charge on the agency's website.
4. Agencies must review their Information Guides annually.
5. Agencies must notify the Information Commissioner before adopting or amending an Information Guide.
6. Agencies must make "open access information" publicly available as provided by their Information Guide.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The development and implementation of this Information Guide is a key component of Council's risk management strategies.

OPTIONS:

Council may choose not to adopt the draft as presented and to provide relevant feedback for incorporation and the document can be re-submitted for adoption in the future.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation

The draft Information Guide was drafted in consultation with Governance, Executive Leadership Team and Communications. The document was placed on 7 days of internal exhibition.

External Consultation

The draft Information Guide is to be made available to the public for review and comment for no less than 28 days.

The draft Information Guide was submitted to the Information and Privacy Commissioner for assessment against the requirements of sections 20 and 22 of the Government Information (Public Access) Act 2009 (GIPA Act) and guidance published by the Information and Privacy Commission.

Feedback received from Information and Privacy Commissioner proposing amendments will be received and reported to Council.

Attachments

- 1 Draft Information Guide 2021 - SVC-EXE-Gdl-001-03 (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.4 RESCINDING OF FINANCIAL MANAGEMENT POLICY**

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

EXECUTIVE SUMMARY:

This report seeks the approval of Council to rescind the Financial Management Policy. This policy has been identified as superseded and being no longer relevant or required.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on Rescinding Policies – Finance;
2. Rescind the Financial Management Policy FIN.07 (former Tumut Shire policy).

BACKGROUND:

A review and updating of Council policies has been undertaken to achieve the harmonisation of policies across Snowy Valleys Council.

Council policies are intended to:

- Establish sound practices that lead to clear, consistent and concise decision making when implementing community services across the Snowy Valleys Local Government area;
- Enable the implementation of inclusive, resilient and equitable provision of services across the Snowy Valleys Local Government area.

REPORT:

Through the review and updating of Council policies to achieve policy harmonisation, several existing policies have been identified as being superseded, and no longer relevant or required. This report seeks to have the *Financial Management Policy FIN.07* formally rescinded. This policy implemented by the previous Tumut Shire is superseded by several Snowy Valleys Council policies and thus no longer required. The policy statement is now covered within Council's Delegation, Investment, Reserves, Borrowing and Debtors Policies and the Fees & Charges Schedule.

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

Theme 1: Towns and Villages

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Council may not endorse the recommendation as described in this report and choose to amend the recommendation or defer the report and seek further information on the policy that is proposed for rescinding.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 Superseded Financial Management Policy (under separate cover) [⇒](#)

10. GOVERNANCE AND FINANCIAL REPORTS**10.5 STATEMENT OF INVESTMENTS - FEBRUARY 2021**

REPORT AUTHOR: FINANCE OFFICER
RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER

EXECUTIVE SUMMARY:

This report provides an overview of Council's cash and investment portfolio performance as at 28 February 2021

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on Statement of Investments - February 2021.
2. Note the above-policy-limit investment allocation with Council's primary bankers.

BACKGROUND:

Nil

REPORT:

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

Combined Cash & Investments Table

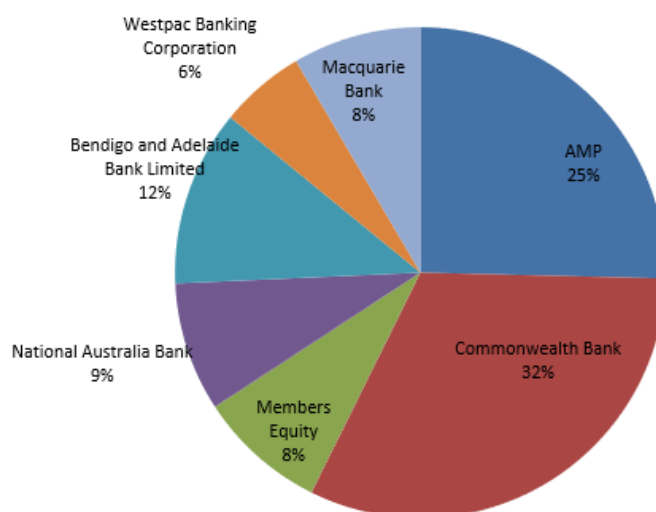
28/02/2021

Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	
Commonwealth Bank	\$ -	\$ 15,345	-\$ 15,345	IWD Gen	0.10%	
National Australia Bank	\$ 15,432	\$ 39,077	-\$ 23,646	W/Acct	0.10%	
Commonwealth Bank	\$ 2,062,600	\$ 1,355,299	\$ 707,301	W/Acct	0.10%	
Commonwealth Bank	\$ 9,232,474	\$ 11,028,952	-\$ 1,796,478	At Call (BOS)	0.35%	
Commonwealth Bank	\$ 31,684	\$ 3,496	\$ 28,188	Gen-Roth	0.10%	
Total Cash & At Call Investments	\$ 11,342,189	\$ 12,442,169	-\$ 1,099,980		0.30%	

Term Deposits	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
AMP	\$ 2,000,000	\$ 2,000,000	\$ -			
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
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	7/12/2020	0.75%	7/12/2021
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	6/01/2021	0.45%	6/01/2022
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	6/01/2021	0.45%	6/01/2022
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2021	0.75%	15/01/2022
Members Equity	\$ 2,000,000	\$ 2,000,000	\$ -	19/02/2021	0.50%	19/02/2022
Total Term Deposits	\$ 24,115,623	\$ 24,115,623	\$ -		0.99%	

Total Cash & Investments	\$ 35,457,812	\$ 36,557,791	-\$ 1,099,980		0.77%	
-------------------------------------	----------------------	----------------------	----------------------	--	--------------	--

Snowy Valleys Council February 2021 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, except for funds held with the Commonwealth Bank. Investments with Council's primary bankers (Commonwealth Bank of Australia – CBA) are above the policy limits of 30% due to the unavailability of alternative investment options. The investments with CBA are considered very low risk as they are in cash and at call. The downside to this is the low investment return.

Cash and Investments decreased by \$1.1M during February 2021.

Major **cash receipts** received during February included:

- Financial Assistance Grant (3rd instalment 2020/2021) \$707K

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

- Removal of fire damaged trees \$450K
- Tumbarumba Pool Design and progress claim (no. 4) \$211K
- Software (Office 365/managed services and support) \$131K
- Road stabilisation works \$128K
- Hire trucks move waste and bush fire recovery \$113K

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

- ME Bank TD \$2M renewed 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 several 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 Sections 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 investments.

Risk associated with non-adherence to Council's Investment policy in regard to funds held with Commonwealth Bank of Australia (CBA) is considered minimal as CBA is Council's main banker with a Standard & Poor's credit rating of AA- and all investments are in cash and at call.

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**10.6 FINANCIAL PERFORMANCE AS AT 31 JANUARY 2021**

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 January 2021. 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

Overall, Council's income is considered in line with budget with a 5% variance year-to-date to budget. Income is expected to exceed budget when acquittals are raised for disaster recovery and capital works. Expenditure is 23% over budget year-to-date (down from 27% last month) due to disaster recovery works which will be recovered from various government agencies.

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on Financial Performance as at 31 January 2021.

REPORT:

Council's income at end of January 2021 was within a 5% variance year-to-date to budget, while expenditure showed a 23% variance above budget. The expenditure variance is largely due to materials and contracts for natural disaster recovery and clean up. This expenditure will be recovered from external sources on an ongoing basis when progress claims are being able to be submitted.

A summarised financial report for Council is provided below for January 2021, 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.

**Monthly Operating Result for January 2021****Overall Council Summary**

Account Description	Actual YTD	Budget YTD	% Variance YTD	\$ Variance YTD	Original Budget 21PJ BUD
Income					
Rates, Levies & Annual Charges	17,414,132	17,320,231	0.54%	93,902	17,360,883
User Charges & Fees	6,483,958	5,504,886	15.10%	979,073	9,958,359
Interest & Investment Revenue	315,401	265,123	15.94%	50,278	470,496
Other Income	2,147,431	1,623,546	24.40%	523,885	962,671
Operating Grants & Contributions	6,752,018	8,914,246	-32.02%	(2,162,228)	10,705,299
Capital Grants & Contributions	2,384,704	3,900,445	-63.56%	(1,515,741)	7,309,116
Income on Sale of Assets	392,315	3,675	99.06%	388,640	0
Total Income	35,889,960	37,532,151	5%	-1,642,191	46,766,824
Expenses					
Employee Costs	17,335,092	13,734,750	20.77%	3,600,342	16,496,813
Materials & Contracts	10,477,800	6,135,872	41.44%	4,341,929	9,258,398
Depreciation & Impairment	6,782,601	6,139,400	9.48%	643,201	11,092,399
Other Expenses	3,228,465	3,346,046	-3.64%	(117,581)	5,382,256
Interest & Investment Losses	206,889	258,284	-24.84%	(51,395)	477,008
Cost of Assets Sold/Disposed	336,667	0	no budget	336,667	
Total Expenses	38,367,513	29,614,351	-23%	8,753,163	42,706,874
Operating Result	(2,477,554)	7,917,800	-420%	10,395,354	4,059,950

Income:

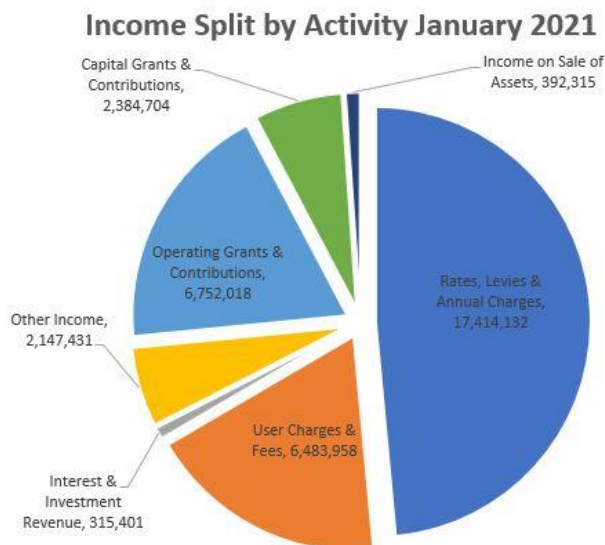
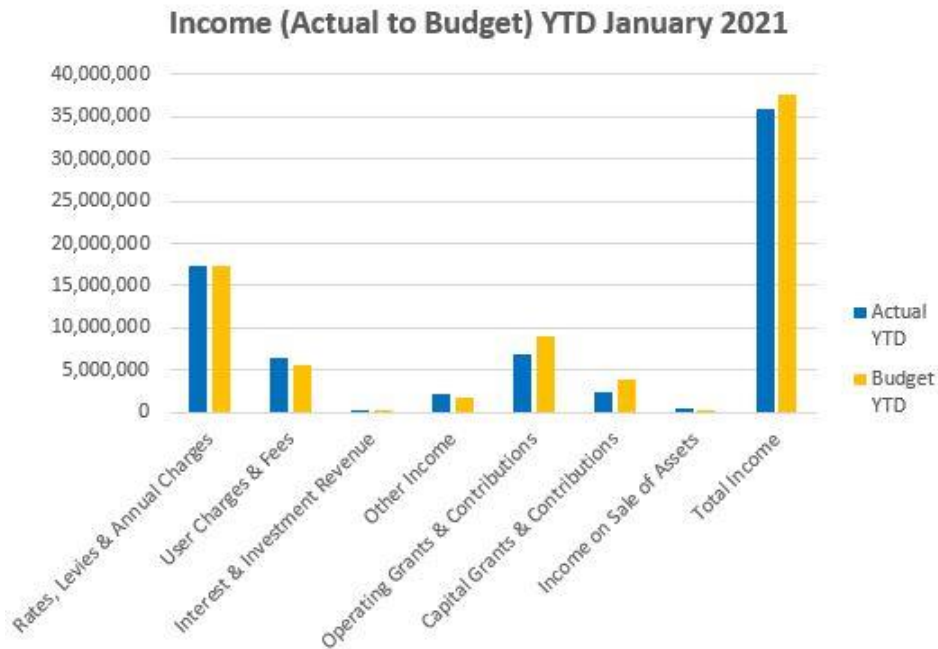
User fees and charges income is above budget by \$979K YTD. Income above budget includes Tumbarumba Caravan Park \$507K, Roth Medical Centre \$65K, Commercial Works \$394K. Note that the budget was prepared by apportioning the income evenly over twelve months, which does not take into effect influences such as seasonal fluctuation and is anticipated to even out over time.

Investment revenue is above budget by \$50K due to timing of interest receipts from matured investments.

Other Income is above budget by \$523K year-to-date, made up of \$208K workers compensation rebate and \$324K insurance recovery.

Operating Grants is under budget by \$2.16M. Several grant acquittals that have been completed and lodged are yet to receive funds.

Capital Grants income is below budget by \$1.5M. Some grants are paid on milestones and it is anticipated income from grants will increase over time and meet or exceed budget by the end of the financial year.

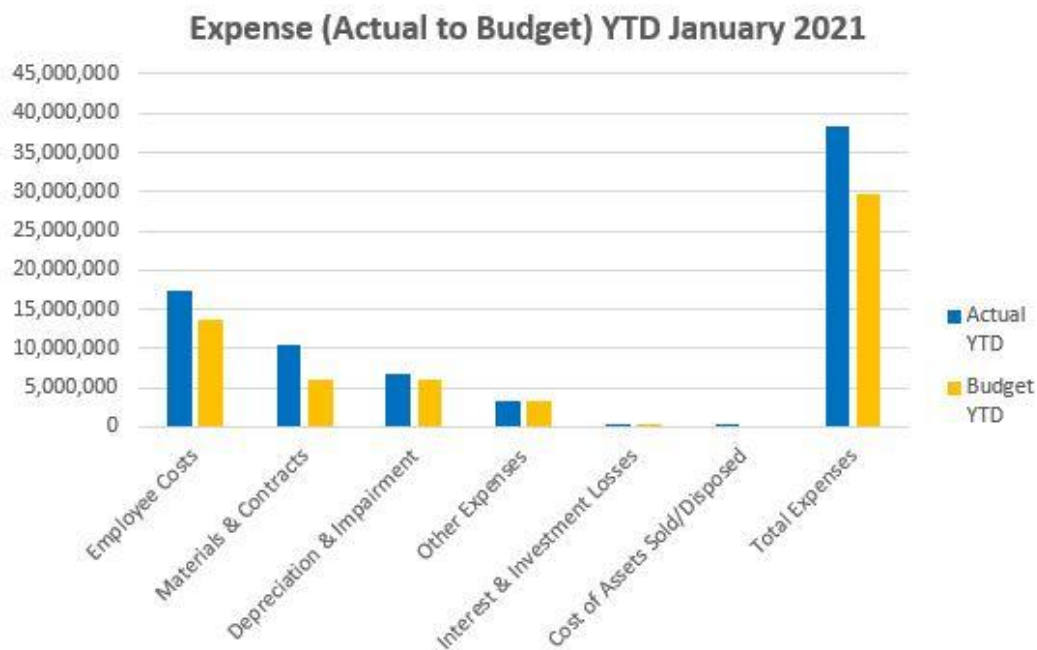


Expenditure:

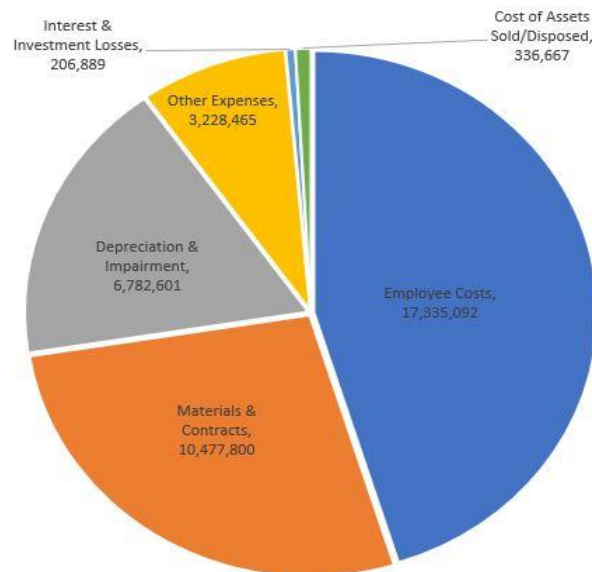
Employee costs are over budget by \$3.6M. This is due to timing of leave accruals at end of the calendar year and no capitalisation of wages having been undertaken to date, and unbudgeted overtime on commercial works in addition to planned works. A considerable amount of employee costs is recoverable under disaster management funding and/or commercial work income.

Materials and Contracts expenditure is above budget by \$4.3M, the majority of which is bushfire recovery works which is recoverable, and \$610K RMCC Ordered Works and \$456K Commercial Works, both of which are offset by additional income. Budgeted procurement reductions and capitalisation of materials and contracts not yet effected.

Interest & Investment Expense is below budget by 25%. This is due to the timing of interest payments.



Expenditure Split by Activity January 2021



Procurement

The following tenders have been advertised in the seven 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

November

2020/12 – Construction of Goobarragandra Road Slopes Stabilisation at Goobarragandra NSW

December

No Tenders advertised in December.

January

No tenders advertised in January.

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:

N/A

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 UPDATE ON RATES HARMONISATION PROCESS AND COMMUNITY FEEDBACK**

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

EXECUTIVE SUMMARY:

This report outlines community engagement about rates harmonisation undertaken from October 2020 to February 2021 and resulting feedback. The final, harmonised rating structure will be approved by Council at its June budget adoption meeting

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Update on Rates Harmonisation Process and Community Feedback;**
2. **Confirm the proposed rating structure effective 1 July 2021 as**
 - a. **Residential – 50% base rate (base rate and ad valorem under S497(b) *NSW Local Government Act 1993*);**
 - b. **Business – 10% redistribution to other categories, 10% base rate (base rate and ad valorem under S497(b) *NSW Local Government Act 1993*);**
 - c. **Farmland – 10% base rate (base rate and ad valorem under S497(b) *NSW Local Government Act 1993*);**
 - d. **Mining – set at the business base rate (10% base rate and ad valorem under S497(b) *NSW Local Government Act 1993*).**

BACKGROUND:

At its October 2020 meeting Council endorsed the proposed harmonised rating structure. Following the endorsement further public engagement was undertaken from October 2020 to February 2021 with a view to gauge community opinion on the endorsed rating structure. Council noted that a further report on rates harmonisation was to be presented in 2021.

REPORT:

All merged Councils are required to harmonise their rates and develop a new, fair and consistent rating structure across their Council areas. Community engagement on Council's Rate Options Study was undertaken between August and September 2020. Council endorsed a new rating structure for Snowy Valleys at its 15 October 2020 meeting.

Since then, a further information campaign has been undertaken via social media, print media, radio, as well as targeted correspondence and personal meetings with interested ratepayers focused on the availability of a rates calculator. Promotion centred on the calculator's availability to enable individuals to assess the direct impact of rates harmonisation on their property.

During this time, the rates calculator was downloaded 187 times, and the rates harmonisation webpage viewed 304 times. No feedback was received via social media or the feedback form provided on Council's website.

Access to the rates calculator and specific property information was also provided via Council's Customer Service and Rates Team in the instance of individuals being unable to access the information online. These interactions are included in the above statistics where employees accessed the website and/or rates calculator on behalf of a customer.

Despite extensive promotion, direct interaction online and through Council's Customer Service about the rate's calculator was relatively limited.

The recent NSW Government initiative to implement reforms to the rating system *Towards a fairer rating system* highlighted the need for Council to establish a separate mining rate. The difference between the ordinary business rate and a mining rate reflects the differences in Council's costs of providing services. The State Government strongly encourages Councils to levy rates on mining land separately to reflect additional costs. The Independent Pricing and Regulatory Tribunal (IPART) analysed the rates applied by NSW Councils to mining land and recommended that mining rates should be set, relative to rates for business land, primarily to reflect differences in the cost of providing Council infrastructure and services to these properties. The State Government is yet to issue guidance on how to set mining rates relative to business rates. If a Council does apply a higher rate to mining land, it should explain how the rate has been set and why, and any additional costs in providing services to mining properties.

Snowy Valleys Council has not previously had a mining rate category. It is recommended to introduce such a category to allow Council to levy appropriate rates on mining land in the future considering the cost of providing services. At this stage it is proposed to set the rate at the same level as the business rate with a view to examine during the upcoming financial year whether and, if applicable, to what extent any mining properties cause additional costs to Council.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

SUSTAINABILITY ASSESSMENT:

Financial and Resources Implications

This project was funded from the New Council Implementation Fund.

Costs and Benefits:

This report enables Council to make informed decisions about complex and contentious issues by providing robust analysis of the issues and gaining meaningful feedback from the community. As such, the costs of undertaking the activities covered in this report is considered a sound investment.

Policy, Legal and Statutory Implications:

Council must implement a harmonised rating structure by 1 July 2021.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The community has been given numerous opportunities to contribute to the rates harmonisation process.

OPTIONS:

Council may adopt an alternative resolution to that recommended.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Community engagement undertaken is outlined in the report.

ATTACHMENTS

Nil

11. MANAGEMENT REPORTS**11.2 RFS BOMBOWLEE BRIGADE - HANGARS 6 & 9**

REPORT AUTHOR: SURVEY & DESIGN ENGINEER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

This report seeks the approval of Council to proceed with the completion of stage one of the RFS Bombowlee Brigade Station Hangar Swap project and execute all legal documentation necessary for stage two of the project to commence.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the RFS Bombowlee Brigade Station Hangar Swap project**
- 2. Confirm satisfactory completion of Hangar 6 based on the issue of an Occupation Certificate (OC) and written confirmation from the interested parties.**
- 3. Delegate to the Mayor and the Chief Executive Officer to affix the Council seal and execute any documents relevant to the surrender of the old Licence Deed for Lot 9 and the execution of a new Licence Deed for Lot 6.**
- 4. Delegate to the Mayor and the Chief Executive Officer to affix the Council seal and execute any documents relevant to the execution of a new Licence Deed for Lot 9.**

BACKGROUND:

In mid-2020, the NSW RFS approached Council for aid in securing a suitable location for the Bombowlee Brigade Station. The project is funded wholly by the RFS through a RFFF grant which at the time was overdue for expenditure due to difficulties around securing a suitable site for the station. The grant has been carried forward.

Hangar 9 at the Tumut Aerodrome which adjoins the existing RFS airbase at Tumut Aerodrome was then identified as a suitable site. Following agreeance fromw Council executive and the current licensees of Hangar 9 the project was put through Councils Project Management process.

It was agreed to act as agent for the RFS in managing construction of Hangar 6 (stage one), and the project was costed and constructed through Councils Infrastructure Works Division and external contractors. Stage one was completed in February 2021.

REPORT:

For the RFS to progress the fit-out of Hangar 9 as the Bombowlee Brigade Station (stage two), the rights and benefits of the land and ownership of the building must first be transferred.

This first requires the surrender of the Licence Deed for Hangar 9 from the current owners to Council, and the simultaneous execution of a Licence Deed for the new Hangar 6 as replacement for Hangar 9. A condition of the surrender taking effect is the satisfactory completion of Hangar 6. Council may note that the Occupation Certificate for Hangar 6 was issued on 25th February 2021 and that written confirmation of satisfactory completion from the interested party has also been received

Following the surrender of Hangar 9 to Council, a new Licence Deed between RFS and Council may be executed for Hangar 9. Following the execution of the Licence Deed for Hangar 9, RFS will manage the fit-out of the new Bombowlee Brigade Station.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

5.3.3 Upgrade the Tumut aerodrome to improve functionality for emergency operations as funding becomes available

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	<i>Ensuring adequate services are provided to the community.</i>	<i>Loss of space for aircraft hangars at the Tumut Aerodrome.</i>
Environmental	<i>RFS provides protection to key environmental assets from fire.</i>	<i>Increased impervious areas increase rainwater run-off.</i>
Economic	<i>Project is funded by a grant and does not come out of rates funding. RFS protects assets and therefore the local economy.</i>	<i>No negative economic impacts identified.</i>
Governance	<i>Council provides facilities and support for RFS in line with legislation. Council manages legal dealings in accordance with industry best practice.</i>	

Financial and Resources Implications

RFS is funding the works through a grant from RFFF.
Council staff resources have been allocated for this project.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

Council manages legal dealings in accordance with industry best practice.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

WHS risk to Council staff working at the site – this risk is managed through standard operating procedures, risk assessments, and toolbox talks.

Public safety risk if any member of the public gains access to the construction site – this risk is managed through the provision of fencing and warning signage.

OPTIONS:

None identified.

COUNCIL SEAL REQUIRED:

Yes.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Local aerodrome users were notified. No objections were raised.

Attachments

- 1 Tumut Aerodrome Hangar Lots 2013 (under separate cover) [⇒](#)
- 2 RFS RFFF funding for Bombowlee Brigade Station (under separate cover) - Confidential

11. MANAGEMENT REPORTS**11.3 DRAFT SNOWY VALLEYS CHILDREN'S SERVICES STRATEGIC PLAN**

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

EXECUTIVE SUMMARY:

The purpose of this report is to present the draft Snowy Valleys Children's Services Strategic Plan 2020 – 2025 to Council for consideration prior to it being released for public comment. The strategic plan details a five-year action plan for continuous improvement and sustainability of Snowy Valleys Children's Services.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Draft Snowy Valleys Children's Services Strategic Plan.**
- 2. Note the Draft Snowy Valleys Children's Services Strategic Plan as attached.**
- 3. Endorse the Draft Snowy Valleys Children's Services Strategic Plan for public exhibition for a period of 28 days.**

BACKGROUND:

Snowy Valleys Children's Services are based in Tumbarumba, with several care and educational options operating across the Snowy Valleys local government area as follows:

- Carcoola Children's Centre is a centre-based long day care service located in Tumbarumba.
- Khancoban Preschool caters for children aged 3 – 5 years. The preschool operates Monday, Tuesday and Wednesday 8.30am – 4pm during school terms.
- Khancoban Toy Library in Tumbarumba distributes toys for loan for children ranging from 0 – 12 years of age.
- Puggles is a mobile children's service that travels to six rural and remote communities on a fortnightly roster.

REPORT:

The Draft Snowy Valleys Children's Services Strategic Plan 2020-2025 provides a strategic framework to support a Children's Services vision to provide quality, affordable education and care services that meet the needs of families and communities in the Snowy Valleys region now and into the future.

In developing this plan, the authors considered the following:

- National Quality Framework and Standards (ACECQA), Early Years Learning Framework, Early Childhood Australia Code of Ethics and UN Convention on the Rights of the Child (1989).
- Snowy Valleys Children's Services Survey June 2020
- Consultation and discussion with staff, educators and caregivers in Children's Services, as well as executive Council staff.
- Demographic analysis and research, including the New South Wales state government.

regional plans outlining a 20-year blueprint for future development and connectivity; the South East and Tablelands Regional Plan 2036 and the Riverina Murray Regional Plan 2036.

- Feedback from families utilising children's services – compiled from social media pages, written and verbal feedback.

The outcomes and guiding principles upon which the plan is based have been adopted directly from the National Quality Framework for Education and Care Services (2011).

The plan contains an implementation plan that articulates actions and measures of success for each outcome across the life span of the plan.

In addition to being utilised as a document to guide the continual improvement of children's services in the Snowy Valleys region, the Children's Services Strategic Plan will be subject to ongoing review and evaluation in consideration of changing community needs and other external impacts.

A formal review process will be undertaken annually, with outcomes of the review being reported to Council in the form of an annual 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

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

Operational Actions

1.2.2 Exceed National Childcare Quality Standards across Children's Services outlets

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate Children's Services are provided to the community that increase the welfare of children and families.	Nil
Environmental	Children's Services are environmentally responsive.	Nil
Economic	SVC Children's Services are sustainable and viable. The Draft Strategic Plan aims to enable future sustainability of SVC Children's Services. Provision of Childcare services enables families to contribute to the economy through workforce participation	Nil
Governance	Children's Services have procedures and systems in place enabling compliance	Nil

	Positive	Negative
	with Council and regulatory requirements.	

Financial and Resources Implications

Year one actions of the Draft Children's Services Strategic Plan are included in the draft operational plan. These actions are costed in the draft budget for 2021 – 2022, and the yearly actions for the next five years will be treated the same.

Children's Services are currently operated on a full cost recovery basis, the draft strategic plan does not propose to change that approach.

Costs and Benefits:

Childcare Services are operated by Snowy Valleys Council as a full cost recovery service. Provision of this service contributes to the economic and social sustainability of the communities that it serves.

Policy, Legal and Statutory Implications:

The Draft Children's Services Strategic Plan has been developed with due consideration given to:

- The Local Government Act 1993
- The Children (Education and Care Services National Law Application) Act 2010
- The Education and Care Services National Regulations 2011
- National Quality Framework and Standards (ACECQA)
- Early Years Learning Framework, Early Childhood Australia Code of Ethics
- UN Convention on the Rights of the Child (1989).

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Under the Education and Care National Regulations Standard 7.1.2, approved providers such Snowy Valleys Council must have systems in place to manage risk and enable the effective management and operation of a quality service.

The Draft SVC Children's Services Strategic Plan has been developed with risk minimisation as a priority. Achievement of the actions within the plan will minimise risks to Council.

OPTIONS:

Council may resolve to adopt the recommendations contain in this report.

Alternatively, Council may seek further information and defer consideration of this report to a future meeting of Council.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation

- Consultative workshop with SVC Children's Services Staff.
- Consultation with Executive SVC Executive Leadership.

- The draft strategic plan has been considered by Council's Audit, Risk and Improvement Committee.

External Consultation

- Online survey of Families, Caregivers and SVC Children's Services Staff, Survey Monkey, June 2020.
- Feedback from families utilising children's services – compiled from social media pages, written and verbal feedback.

Attachments

- 1 Draft SVC Children's Services Strategic Plan 2021 - 2025 (under separate cover) [⇒](#)

11. MANAGEMENT REPORTS**11.4 PLANNING PROPOSAL FOR TUMUT LEP 2012 (AMENDMENT NO. 6) - ARTISAN FOOD AND DRINK INDUSTRIES**

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

EXECUTIVE SUMMARY:

Amending the Tumut LEP to allow artisan food and drink industries within the B2 Local Centre Zone aims to enhance the vitality of the Tumut town centre through the introduction of more diverse food and drink development options, support opportunities for private sector investment and boost the local economy.

In December 2020 Council was issued with a Gateway Determination for Planning Proposal Amendment No. 6 of the Tumut Local Environmental Plan (LEP) 2012 to include 'artisan food and drink industry' as 'permitted with consent' in the Land Use Table of zone B2 Local Centre.

The proposed amendment has been subject to a public exhibition process for a period of 28 days.

This report seeks to proceed and complete the amendment to the Tumut LEP.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Planning Proposal for Tumut LEP 2012 (Amendment No.6) – Artisan Food and Drink Industries**
- 2. Resolve to proceed and complete Amendment No.6 of the Tumut LEP 2012.**
- 3. Advise the NSW Planning, Industry & Environment of Council's resolution.**

BACKGROUND:

At its 15th October 2020 Ordinary Meeting, Council resolved (M250/20):

THAT COUNCIL:

1. Receive the report on Planning Proposal for the Tumut Environment Plan 2012 (Amendment No.6) from Executive Director Community & Corporate.
2. Adopt the Planning Proposal for the Tumut Local Environmental Plan 2012 (Amendment No. 6) and forward it to the Department of Planning Industry and Environment with a request for a Gateway Determination.

REPORT:

The artisan food and drink industry has been an increasingly important driver for growing regional tourism opportunities, through the provision of visitor experiences such as cafes, restaurants, tours, or tastings alongside the manufacturing process of boutique, artisan or craft food or drink. Examples include micro-breweries or small scale-cheese factories.

Artisan food or drink industries do not share many of the issues associated with larger industry that requires their distinct separation from more sensitive areas of use to traditional industrial zones.

The proposed amendment will allow artisan uses in the B2 Local Centre Zone of Tumut that will ensure artisan uses of varying scales and intensities have diverse development options in their location.

A Gateway Determination was granted on 8 December 2020 with the following conditions:

1. Prior to community consultation, the planning proposal is to be updated to:
 - a) include a map of the zone B2 Local Centre (i.e., Tumut CBD) as per the Tumut LEP 2012
 - b) include a site and locality description of the area to which the amendment applies.
 - c) provide an assessment of the planning proposal against the Snowy Valleys Local Strategic Planning Statement.
2. Prior to community consultation, the planning proposal is to be revised to address condition 1 and forwarded to the Department for administrative purposes.
3. Public exhibition is required under section 3.34(2)(c) and schedule 1 clause 4 of the Act as follows:
 - a) the planning proposal should be made available for community consultation for a minimum of 28 days.
 - b) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 6.5.2 of A guide to preparing local environmental plans (Department of Planning and Environment, 2018).
4. The planning proposal exhibition must commence within 2 months of the date of the Gateway determination.
5. The planning proposal must be reported to council for a final recommendation within 4 months from the date of the Gateway determination.
6. Given the nature of the planning proposal, Council is authorised as the local plan-making authority under section 3.36(2) of the Act.
7. The time frame for completing the LEP is to be 6 months following the date of the Gateway determination.

Conditions 1 and 2 of the Gateway Determination have been complied with. An email dated 17 December 2020 received from the Department of Planning Industry and Environment (DPIE) Western Region, Local and Regional Planning Office advised that the updated Planning Proposal met the requirements of Condition 1.

It should be noted that a tight timetable has been conditioned by DPIE as part of the Gateway Determination. The following table summarises the situation.

Should Council determine to adopt the recommendations contained in this report the matter will proceed under delegation. The process will be completed when the amendment is published in the Government Gazette.

Task	Timing	Comment
Planning proposal exhibition.	Must commence within 2 months from 8 December 2020 so 8 February 2021 at the latest.	Exhibition should be for a minimum of 28 days. The proposed amendment was on public exhibition from Monday 8 February until Monday 8 March

Task	Timing	Comment
		<p>Five Submissions were received.</p> <p>One submission was not relevant to the proposed amendment.</p> <p>Three submissions were in support of the proposed amendment.</p> <p>One submission raised concerns regarding possible noise and opening hours of any artisan food and drink business establish through the proposed amendment.</p>
Report to Council following exhibition for final recommendation.	Must be reported to Council within 4 months from 8 December 2020.	Presentation of the proposed amendment to Council via a report to the Ordinary Meeting of Council in March achieves this condition.
Completion of the Tumut LEP Amendment.	Completion of the Tumut LEP Amendment 6 is to be 6 months from 8 December 2020.	<p>The tight timetable has been discussed with DPIE staff.</p> <p>Actions have been taken to achieve that timetable.</p>

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

1.9.2 Develop new draft Local Environment Plan

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	<p>The proposed amendment will allow artisan uses in the B2 Local Centre zone that will ensure artisan uses of varying scales and intensities have options in their location and development.</p> <p>Diversity of entertainment options in the Tumut town centre provides potential social benefits for residents</p>	<p>Concerns could be expressed by nearby residents and business owners in respect of issues such as noise, odour and traffic.</p> <p><i>However, it should be noted that the proposed approach allows for specific guidance and outcomes to be added to</i></p>

	Positive	Negative
		<i>future Development Control Plan (DCP) chapters. Thus, the Planning Proposal will create the ability to guide development in a consistent manner, in line with community expectations.</i>
Environmental	Land in the B2 zone has been predominantly cleared and in terms of development is well established and does not contain habitats or species of particular interest.	Nil
Economic	The proposed amendment will enable Council to facilitate and support private sector investment in dining, agritourism and beverage experiences. This is critical for facilitating yield in tourism and attracting new and contemporary visitor markets. Providing a boost to the local economy.	Nil
Governance	Planning legislation and policies at both State and Local Government levels apply.	Nil

Financial and Resources Implications

There is no budget allocation for this Planning Proposal other than staff time.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

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

Snowy Valleys Council is authorised to exercise the functions of the Minister for Planning under section 3.36 of the Environmental Planning and Assessment Act 1979 and in accordance with the gateway determination to complete Planning Proposal Amendment No.6.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

N/A

OPTIONS:

In addition to proceeding with the Planning Proposal Council can:

1. defer consideration of the Planning Proposal to a later date; or

2. resolve not to proceed further with the Planning Proposal.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

As advised above a condition included in the DPIE Gateway Determination required that Council must commence exhibition by 8 February 2021. The exhibition period was Monday 8 February to Monday 8 March 2021. Five submissions were received as set out in the table below.

Submission	Comments
<p>We definitely need more food providers in Tumut. Street cafes, marketplace stalls, restaurants and more takeaway vendors would enhance the appeal to visit Tumut and surrounding towns. Also food services like Boost juice, goodberries, zambrero, alibaba, wokitup are just a few ideas.</p> <p>Document Set ID 3089213</p>	<p>Submission in support of the proposed amendment.</p>
<p>With regards to Land Zoning, I am FOR the change to Residential Medium Density to accommodate the growing need for housing in the area. If a Public Recreation RE1 zone could be incorporated somewhere in the Currawong Area, this will give people with smaller yards an area to play and enjoy nature as Residential Medium density zoning has more houses and less space between them.</p> <p>Document Set ID 3089212</p>	<p>Submission not relevant to proposed amendment.</p>
<p>I think it is a great idea to help promote tourism to our town as most of our cafes are closed Sunday or even early Saturday making our town less desirable to holiday makers. Also, this would help to promote locals to stay in the town on weekends etc instead of travelling out of town to try something new and spending their money in other shires.</p> <p>Document Set ID 3089214</p>	<p>Submission in support of the proposed amendment.</p>
<p>I think this is a good proposal that will help revitalise the local centre and provide a retail and visitor experience more in line with modern expectations, the local centre ensures that adequate parking and facilities are in walking distance to businesses. I am very supportive.</p> <p>Document Set ID 3090039</p>	<p>Submission in support of the proposed amendment.</p>
<p>As a resident in this area I'm concerned about noise levels and opening times of artisan</p>	<p>Submission raising concerns regarding possible noise and seeking clarification</p>

Submission	Comments
<p>venues. Will they business hours Only, will they be allowed live music?</p> <p>Document Set ID 3091539</p>	<p>regarding opening hours and range of activities allowed.</p> <p>Note that the proposed approach allows for specific guidance and outcomes to be added to future Development Control Plan (DCP) chapters. The proposed amendment will create the ability to guide development in a consistent manner, in line with community expectations.</p> <p>The submitter will be provided with a response outlining the approvals process for establishing a business under the proposed amendment.</p>

ATTACHMENTS

- 1 AMENDED PLANNING PROPOSAL LEP Amendment No.6 - Oct.2020 (under separate cover) [⇒](#)
- 2 Gateway Determination (under separate cover) [⇒](#)

12. MINUTES OF COMMITTEE MEETINGS**12.1 MINUTES - AUDIT RISK AND IMPROVEMENT COMMITTEE - 10 FEBRUARY 2021**

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

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on the Minutes – Audit Risk and Improvement Committee – 10 February 2021**
- 2. Note the Minutes of the Audit Risk and Improvement Committee meeting held on 10 February 2021**

BACKGROUND:

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

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

In discharging its responsibilities, the Committee reviews and considers:

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

REPORT:

At the February meeting of the Audit, Risk and Improvement Committee the following items of note were discussed and considered:

- Adequacy of Internal Audit Resources
 - Endorsed the extension of the contract for a period of one year with the National Audits Group as Councils internal auditor.
 - Proposed to conduct two internal audits for 2021 and 2022
 - Proposed to set the budget for 2021/2022 at \$40,000.
- NSW Audit Office Engagement Closing Report
 - A verbal report was given by the external auditor
 - Audit matrix to be updated to reflect external audit recommendations
- NSW Auditor General's report on Procurement Management

- Examined and discussed the findings of the Procurement Management in Local Government Report
- NSW Local Government Code of Accounting Practice and Financial Reporting 2020/2021
 - Considered the report and determined that a submission would not be prepared to the Office of Local Government
- Action Report
 - Noted the proposed revised completion dates for ARI.90
 - Closed two items in the action report
- Change Management Policy – Not Progressing
 - Received a report on the progress of this audit recommendation
- Section 94 Contributions – Not Progressing
 - Received a report on the progress of this audit recommendation
- Final internal audit report – Property Management
 - Examined and discussed the findings and agreed to add the findings to the Audit Matrix
- Future Directions of Council Committees
 - Examined and discussed the future direction of Council committees
 - Requested to receive an update report post June 2021
- Audit Matrix
 - Closed three recommendations from the Audit Matrix
- Endorsement of Internal Audit Plan 2021-2022
 - Endorsed the first internal audit for 2021-22 to focus on Records Management
 - Endorsed the second internal audit for 2021-22 to focus on HR Recruitment and Termination
- Boundaries Commission update and Deloitte’s Report on the Financial Implications
 - Considered and discussed the Boundaries Commission information
- Half Yearly Operational Plan Report
 - Received the report and noted current progress as at 31 December 2020 on actions
- Safety Risk and Quality Committee Quarterly Update
 - Noted the Safety Risk and Quarterly update report
 - Requested that a further explanation be provided regarding “Review of Contractor Management for WHS Compliance”
- Draft Snowy Valleys Children’s Services Strategic Plan 2020-2025
 - Noted the draft Snowy Valleys Children’s Services Strategic Plan

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

4.5.5 Undertake 2 internal audits annually

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

The approved budget for the operation of the ARIC for 2020/2021 is \$47,000 and includes member remuneration, training and the engagement of the internal auditor.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Committee is charged with the responsibility of:

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

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

- 1 20210210 - Minutes - Audit Risk and Improvement Committee (under separate cover) [⇒](#)

12. MINUTES OF COMMITTEE MEETINGS**12.2 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP - 26 NOVEMBER 2020**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Minutes - Disability Inclusion Access Reference Group – 26 November 2020.**
2. **Note the minutes of the Disability Inclusion Access Reference Group meeting held on 26 November 2020.**

BACKGROUND:

The Disability Inclusion Access Reference Group (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:

At the 26 November 2020 meeting the following items were discussed:

Minutes of 20 October 2020 were accepted as a true and accurate account.

Business arising from minutes 20 October 2020

Annual SVC DIAP Report has been sent to Dept. Community Services and Justice.

General Business

New DIAP to be developed for 2021 – 2025. Wider consultation was discussed.

Suggestion for FOGO to be included in new DIAP.

Dates for meetings 2021 discussed.

Other Business

Service reports from attendees.

Next DIARG meeting is scheduled for Wednesday 10.00am 16th December at Valmar Russell Street Tumut

Sub Committee: Community Welfare Committee

Committee is dissolving to be an avenue for informal feedback.

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

Theme 4: Communication & Engagement

Delivery Outcomes

4.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

Operational Actions

1.2.1 Implement Disability Inclusion Access Plan Actions

SUSTAINABILITY ASSESSMENT:

N/A

Financial and Resources Implications

Nil

Costs and Benefits:

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

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

Policy, Legal and Statutory Implications:

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:

N/A

ATTACHMENTS

- 1 20201126 - Minutes - DIARG Meeting (under separate cover) [⇒](#)

12. MINUTES OF COMMITTEE MEETINGS**12.3 MINUTES - BATLOW DEVELOPMENT LEAGUE - 3 FEBRUARY 2021**

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

EXECUTIVE SUMMARY:

This report presents to Council a summary of the minutes of the Batlow Development League meeting held on 3 February 2021.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Minutes - Batlow Development League – 3 February 2021.**
2. **Note the Minutes of the Batlow Development League meeting held on 3 February 2021.**

BACKGROUND:

The Batlow Development League (BDL) was established with the objective of providing civic leadership to the Batlow Community and to stimulate the ongoing economic, social and cultural prosperity of the community of Batlow.

The Batlow Apple Blossom Festival committee and the Batlow CiderFest committees are subcommittees of the BDL.

REPORT:

The Batlow Development League met on 3 February 2021.

The following items were discussed:

1. It was Resolved that Minutes of the BDL meeting held on 2 December 2020 be accepted.
2. It was RESOLVED that the Treasurer's Report of the BDL accounts to 3rd February 2021 be accepted.
3. Business Arising:
 - a) **The Can:** building has begun. Structure is being fabricated in Wagga Wagga.
 - b) **The Cannery Site:** Environmental Audit has been finalised and now looking at the future of the site. Discussion paper to be released this week.
4. General Business:
 - a) Incorporation of the BDL to go ahead. K. McLaren looking into insurance.
 - b) Literary Institute list of assets to be sorted out with Council.
 - c) Literary Institute MOU to be finalised.
 - d) Literary Institute working bee to put up shelving.
 - e) Housing availability in Batlow is a serious concern.

5. Recommendations to Council:

- a) Expedite the construction of accommodation in Batlow for itinerate workers and look at possible subdivisions.
- b) Assess trees in Memorial Park, Park Avenue and Yellowin Road as they are dangerous and leaning over the road.
- c) Urgently look at public toilets adjacent to tennis courts as it is necessary for both tourists and the tennis club.
- d) Looks at repainting the pedestrian refuge in front of the Central School and the speed humps in Memorial Avenue.

6. Next Meeting to be held on 3 March 2021 at RSL Club commencing at 7.00pm.

The matters raised under Recommendations to Council are being addressed as follows:

- BDL has been advised at their March meeting that the Itinerant Workers Accommodation will be delivered in accordance with Council's Project Management Framework.
- BDL has been advised at their March meeting that there is an adequate supply of land zoned for residential purposes (R3 medium density) in Batlow and that Council would expect the private sector to initiate subdivisions in line with market demand.
- A Customer Request has been generated seeking that the trees in Memorial Park, Park Avenue and Yellowin Road be assessed by an Arborist.
- Further engagement will be undertaken with the BDL in respect of the provision of toilet facilities in the Memorial Park/Showgrounds area.
- A Customer Request has been generated seeking that the pedestrian refuge in front of the Central School and the speed humps in Memorial Avenue be assessed for repainting.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

4.5.3 Deliver Risk & Governance Training Programs across Council

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 1 BDL Minutes 3 February 2021 (under separate cover) [⇒](#)

12. MINUTES OF COMMITTEE MEETINGS**12.4 MINUTES - GLENROY HERITAGE RESERVE COMMITTEE**

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

EXECUTIVE SUMMARY:

Nil

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Glenroy Heritage Reserve Committee Minutes.**
2. **Note the Minutes of the Glenroy Heritage Reserve Committee Ordinary meeting held on 8th February 2021**

BACKGROUND:

The Glenroy Heritage Reserve Management Committee is a Section 355 Committee formed for the purpose of caring for, controlling and managing the Glenroy Heritage Reserve.

This committee also controls the letting of the facility, the cleaning of the facility, the daily operations of the museum and craft centre and purchasing of furniture and fittings for the museum. The Glenroy Heritage Reserve Management committee also manages the Pioneer Women's Hut museum functions through a subcommittee called the Pioneer Women's Hut committee. This subcommittee report directly to the Glenroy Heritage Reserve Management committee.

Current Councillor Delegate is Cr Julia Ham

REPORT:

Ordinary Meeting held at Glenroy Heritage Reserve dining room on Sunday 01/11/2020, commencing at 1.30pm

Attendance:

Present at meeting: Anne Thoroughgood, Neil Christie, Stephen Weeks, Brenda Wigget, Kathy Lyons, Annelies Leaver, Colleen McAuliffe, Sophie Gairn, (SVC Representative), Julia Ham. (Councillor Delegate)

Apologies:

Chairperson Neil Christie opened meeting.
Neil then read minutes from last meeting 1/11/2020.
Moved; Annelies Leaver, Second; Kathy Lyons

Correspondence In/Out read by Annelies Leaver.

A letter went out to Andy Findlay, Project Manager, Snowy Valleys Council regarding a link from the Rail Trail to the Pioneer Women's Hut & Craft Shop – As attached.

Treasure's Report for Glenroy Heritage Reserve presented by Stephen Weeks

Balance on the 8/02/2021 \$7,371.00 currently in the account

Moved: Stephen Weeks, Second: Kathy Lyons

Pioneer Women's Hut report read by Kathy Lyons.

As Attached – Pioneer Womens Hut looking to becoming an incorporated association with SVC assistance.

Moved; Annelies Leaver, Second; Colleen McAuliffe.

Bus Report Read by Anne Thoroughgood – as attached.

Moved: Anne Thoroughgood, Second: Julia Ham

GENERAL BUSSINESS

- Sophie Gairn said that the mesh screen and kitchen tap will be installed – CRM request has been lodged.
- Water treatment to be undertaken in tanks to be suitable for use in the kitchen. In the meantime, kitchen is to use bottled water when it reopens for catering.
- Incorporation meeting with Brooke Penfold, 10am, Monday 9th Feb 2021 at Glenroy Heritage Reserve
- Arising from the 'Button Hut', after various visits to different museums, LED lighting is the best option in the button hut. A couple of quotes were obtained – one for solar, \$4000 - \$5000, going on the grid underground from the Pioneer Womens Hut to the Button Hut. More quotes to be sorted for stand-alone system. When Button Hut has decided which system to opt for it will go before council.
- QR Code – Glenroy Heritage Reserve now has a QR Code registry in place during the time the museum is open. Reception could be an issue. Elien will assist with check-in for bus tours.
Craft Shop landline is not working; the technician said the lines need replacing.
Option for arial to enable phone and internet use

AGENDA ITEMS

- Gutters have been cleaned
- Sophie Gairn has arranged water testing for tanks. Kevin Allanson from SVC tested and checked tanks 9th February 2021, chlorine treatment will be completed to make safe water for drinking.
- Sophie Gairn to check requirements for electric test & tag – this needs to be completed by Glenroy for all items inside buildings, this is not SVC responsibility.

The next ordinary meeting of the Glenroy Heritage Reserve will be held on Sunday the 2nd May 2021, commencing at 1.30pm

Meeting closed 2.20pm

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

Costs and Benefits:**Financial and Resources Implications**

Financial

The committees have raised funds for the erection of the Button Hut at no cost to Council. The committee through the craft shop and tour bus visits raise funds that allow the committee to cater for bus visits and contribute to small maintenance jobs at the Museum and the Reserve.

Benefits of the Glenroy Heritage Reserve committee and sub committees includes but are not limited to the opportunity for socialisation of the volunteer group while providing an educational Historical facility to bring visitors to the area

Policy, Legal and Statutory Implications:

Nil

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management is the responsibility of Council and the committee

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

- 1 Minutes -Glenroy Heritage Reserve Committee Meeting - Document Set ID 3092829 (under separate cover) [↗](#)

12. MINUTES OF COMMITTEE MEETINGS**12.5 MINUTES - TALBINGO PROGRESS & RATEPAYERS ASSOCIATION - 15 DECEMBER 2020 AND 16 FEBRUARY 2021**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Minutes - Talbingo Progress & Ratepayers Association – 15 December 2020 and 16 February 2021.**
2. **Note the Minutes of the Talbingo Progress & Ratepayers Association meetings held on 15 December 2020 and 16 February 2021.**

BACKGROUND:

The Talbingo Progress & Ratepayers Association provides 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.

REPORT:

The Association met on 15 December 2020 and was attended by Executive Director Community and Corporate, committee members/Talbingo residents. The 16 February 2021 meeting was attended by Snowy Valleys Council Chief Executive Officer and Cr Cate Cross and committee members/Talbingo residents.

The 15 December 2020 meeting was opened as an Annual General Meeting however it was then resolved to move into a general meeting, considering the Association's current state of transition into an independent incorporated association, with the current membership continuing until establishment of an independent association.

The 16 February 2021 meeting provided an update on business arising as well as standard items and general business; bushfire recovery; a new Association name. An update from Snowy Valleys Council was provided by the Chief Executive Officer for:

- the new Waste App;
- FOGO
- Rates review calculator – last chance for feedback
- Artisan food/drink planning
- Talbingo MTB feedback, currently with consultant
- Tree inspections
- Wild peacocks
- 2021 budget process

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

Nil.

Financial and Resources Implications

As per the Treasurer's report in the 16 February minutes, the TPRA as at January 2021 holds the following funds in a bank account:

\$14,273.99 cheque account

\$10,700.36 cash reserve account

Costs and Benefits:

N/A.

Policy, Legal and Statutory Implications:

The TRPA is a council committee established under s.355 of the Local Government Act 1993. The TPRA operates under the adopted Committees of Council framework whilst a council committee.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The TPRA meetings are attended by the staff delegate (CEO) and Councillor delegate (Clr Cross).

ATTACHMENTS

- 1 Talbingo Progress & Ratepayers Association minutes - 16 February 2021 meeting (under separate cover) [⇨](#)
- 2 Talbingo Progress & Ratepayers Association minutes -15 December 2020 meeting (under separate cover) [⇨](#)

12. MINUTES OF COMMITTEE MEETINGS**12.6 MINUTES - TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE - AGM - 10 NOVEMBER 2020**

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

RECOMMENDATION**THAT COUNCIL:**

1. **Receive the report on the Minutes - Tumut District Community Transport Advisory Committee - AGM – held 10 November 2020.**
2. **Note the Minutes of the Tumut District Community Transport Advisory Committee - AGM - held 10 November 2020.**
3. **Endorse the appointment of the Executive and Committee as elected:**
 - **Chairperson – Margaret Davies**
 - **Vice Chairperson # 1 - Suzanne Post**
 - **Vice Chairperson # 2 – Lorraine Oliver**
 - **Fundraising Coordinator – Kay Sturt**
 - **General Committee - Richard Pylak, Sue Cross, Jaen Dickenson, John Dickeson, Anita Killelea,**

BACKGROUND:

The Tumut District Community Transport Advisory Committee is a section 355 committee of Council. Its purpose is to provide feedback and advice in respect to operations of Tumut District Community Transport.

REPORT:

Previous minutes of the Annual General Meeting (AGM) 2019 were tabled and accepted.

Business arising AGM 2019 - merger of TDCT and the community transport operations of the Multi Service Outlet (Tumbarumba) which has not progressed due to the demerger enquiry.

Presentation of annual reports for the following:

- Chairperson
- TDCT Coordinator
- Aboriginal Transport Coordinator
- Fundraising
- Financial

Election of Office Bearers

Conducted by TDCT Coordinator.

Resignation received from Jill Dodd (committee member).

2021 Committee Members

Suzanne Post, Kay Sturt, Richard Pylak, Sue Cross, Jaen Dickenson, John Dickeson, Anita Killelea, Lorraine Oliver, Margaret Davies.

Chairperson

Margaret Davies elected unopposed.

Vice Chairperson #1

Sue Post – unanimous.

Vice Chairperson #2

Lorraine Oliver – unanimous.

Secretary

Delegation to TDCT Coordinator.

Fundraising Coordinator

Kaye Sturt – unanimous.

AGM for 2021

9 November 2021.

Date of next ordinary meeting.

10 am 8 December 2020.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

N/A

Financial and Resources Implications

N/A

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

N/A

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

Attachments

- 1 Minutes - AGM - TDCT Advisory Committee - 10 November 2020 (under separate cover) [↔](#)

12. MINUTES OF COMMITTEE MEETINGS**12.7 MINUTES - TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE - 13 OCTOBER, 8 DECEMBER 2020 AND 9 FEBRUARY 2021**

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

EXECUTIVE SUMMARY

This report presents to Council a summary of the minutes of the Tumut District Community Transport Advisory Committee meetings held on 13 October 2020, 8 December 2020 & 9 February 2021

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Minutes - Tumut District Community Transport Advisory Committee – 13 October 2020, 8 December 2020 & 9 February 2021**
2. **Note the Minutes of the Tumut District Community Transport Advisory Committee meetings held on 13 October 2020, 8 December 2020 & 9 February 2021.**

BACKGROUND:

The Tumut District Community Transport Advisory Committee is a section 355 committee of Council. Its purpose is to provide feedback and advice in respect to operations of Tumut District Community Transport.

REPORT:

At the 13 October 2020 meeting the following items were discussed:

- a) Minutes of the 05 August 2020 meeting were accepted as read with the addition under 'Council Committee Framework Presentation' "Executive Director Community & Corporate said they did need to have a committee".
- b) Business arising from the previous minutes: Adelong Service – Manager Community Services to investigate further. Council Committee Framework – Executive Director Community & Corporate to be invited to the TDCT 2020 AGM
- c) Budget report- Manager Community Services tabled current budget and it was agreed to invite Chief Financial Officer to the next meeting to discuss further.
- d) Fundraising report – Discussion about the purpose of the fundraising.
- e) Social Trips for 2021 – Social Trips for 2020 cancelled due to COVID-19; five trips planned for 2021.
- f) Volunteer online updates and refreshers: take place early November 2020.
- g) Other business: AGM to be held 10am, 10 November 2020 at the meeting room at TDCT. Replacement vehicle delayed due to COVID-19.

At the 08 December 2020 meeting the following items were discussed:

- a) Minutes of 13 October 2020 meeting were accepted as read.

- b) Business arising from previous minutes re 2021 brokerage trips, Coordinator to follow up this query with Goodes Coaches.
- c) Coordinators report read.
- d) Future of the committee: It was agreed clarification would be sought regarding the committee's options, therefore setting a date for the dissolution of the committee would be postponed until clarification was obtained. It was agreed the Executive Director Community & Corporate would be invited to the February 2021 meeting.
- e) Acknowledgement of Volunteer's eleven years with the committee. A certificate of appreciation to be sent to the Volunteer.
- f) Next TDCT Advisory Committee Meeting to be held 10am, 09 February 2021.

At the 09 February 2021 meeting the following items were discussed:

- a) Minutes of the 08 December 2020 meeting were accepted as read.
- b) Coordinators report read.
- c) Fundraising Committee Office resigned.
- d) Financial Report distributed to the committee.
- e) General Business: committee wish to invite SVC Chief Financial Officer, Executive Director Community & Corporate, Chief Executive Officer, Coordinator Governance and representative Councillor to an extraordinary meeting to clarify the committee's options moving forward.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

N/A

Financial and Resources Implications

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

N/A

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

Attachments

- 1 Minutes - TDCT Advisory Committee - 13 October 2020 (under separate cover) [⇒](#)
- 2 Minutes - TDCT Advisory Committee - 8 December 2020 (under separate cover) [⇒](#)
- 3 Minutes - TDCT Advisory Committee - 9 February 2021 (under separate cover) [⇒](#)

13. CONFIDENTIAL

The Local Government Act provides that Council may close to the public that part of the meeting that deals with matters of a confidential nature. Section 10(2) lists such matters.

The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting.

Recommendation:

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

13.1 WRITE-OFF OF DEBTS

Item 13.1 is confidential under the Local Government Act 1993 Section 10A 2 (a) and (e) as it relates to personnel matters concerning particular individuals (other than councillors) and information that would, if disclosed, prejudice the maintenance of law and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.2 PROPOSAL TO LEASE ROTHS CORNER MEDICAL CENTRE

Item 13.2 is confidential under the Local Government Act 1993 Section 10A 2 (a) as it relates to personnel matters concerning particular individuals (other than councillors) and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.3 TENDER 2021/01 – MR677 ALPINE WAY SLOPE REHABILITATION WORKS (SLOPES 11984 & 11985)

Item 13.3 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.4 CONFIDENTIAL STATEMENT TO COUNCILLORS

Item 13.4 is confidential under the Local Government Act 1993 Section 10A 2 (a) and (g) as it relates to personnel matters concerning particular individuals (other than councillors) and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.5 CHIEF EXECUTIVE OFFICER'S ANNUAL PERFORMANCE REVIEW - TO DECEMBER 2020

Item 13.5 is confidential under the Local Government Act 1993 Section 10A 2 (a) as it relates to personnel matters concerning particular individuals (other than councillors) and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.