



**SNOWY VALLEYS EXTRAORDINARY
COUNCIL MEETING
BUSINESS PAPER
23 MARCH 2021**

THE MEETING WILL BE HELD AT 6.00PM
HYBRID - COUNCIL CHAMBERS 76 CAPPER STREET TUMUT AND 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 Council's website;

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



Tuesday 23 March 2021

**Hybrid - Council Chambers 76 Capper Street, Tumut
and Via Video Link**

6.00pm

EXTRAORDINARY AGENDA

1. OPENING OF MEETING

2. APOLOGIES AND LEAVE OF ABSENCE

Request for Leave of Absence from Cllr Cate Cross for this meeting.

3. DECLARATIONS OF PECUNIARY INTEREST

Pursuant to Section 451 of the Local Government Act (1993), Councillors are required to declare any direct or indirect pecuniary interest in any matters being considered by Council.

4. ADMISSION OF LATE REPORTS

5. GOVERNANCE AND FINANCIAL REPORTS

5.1 DRAFT 2021-22 INTEGRATED PLANNING & REPORTING DOCUMENTS FOR PUBLIC EXHIBITION 3

6. CONFIDENTIAL

7. MEETING CLOSURE



SNOWY VALLEYS COUNCIL
LEAVE OF ABSENCE

General Manager
Snowy Valleys Council
76 Capper Street
TUMUT, NSW 2720

Dear Sir,

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

Date: 22nd March 2021

I will be absent for the following reason/s:

medical appointment in Sydney
.....
.....
.....

Yours faithfully

(Councillor Signature)

Cate Cross

Print Name

5. GOVERNANCE AND FINANCIAL REPORTS**5.1 DRAFT 2021-22 INTEGRATED PLANNING & REPORTING DOCUMENTS FOR PUBLIC EXHIBITION****REPORT AUTHOR:** ACTING CORPORATE PLANNER**RESPONSIBLE DIRECTOR:** EXECUTIVE CHIEF OF STAFF**EXECUTIVE SUMMARY:**

In 2009 the Local Government Act 1993 was amended to introduce Integrated Planning and Reporting, which places an obligation on all NSW Councils to develop a suite of long-term planning documents based on comprehensive community engagement.

This report presents the Draft Operational Plan (2021-2022), Draft Fees and Charges (2021-2022), Draft Operational and Capital Budget (2021-2022), the updated Draft Long Term Financial Plan (2021-2031), the Updated Road to Sustainability Plan and the Draft Revenue Policy (2021-2022) to the community for review and feedback ahead of adoption.

The Operational Plan (2021-2022) must be adopted before 30 June 2021, reflecting the existing Delivery Program (2018-2021).

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Draft 2021-22 Integrated Planning and Reporting Documents for Public Exhibition.**
2. **Endorse the following Integrated Planning and Reporting documents, and place on public exhibition for a period of 28 days:**
 - a) **Draft 2021-2022 Operational Plan, including:**
 - i. **Draft 2021-2022 Operational Budget**
 - ii. **Draft 2021-2022 Capital Budget;**
 - b) **Draft 2021-2022 Fees and Charges Schedule;**
 - c) **Draft 2021-2022 Revenue Policy;**
 - d) **The updated Draft Long Term Financial Plan 2021-2031;**
 - e) **Updated Road to Sustainability Plan.**

BACKGROUND:

The Integrated Planning and Reporting legislation requires all NSW Councils to have:

- A ten-year Community Strategic Plan
- A four-year Delivery Program.
- An annual Operational Plan
- A Resourcing Strategy including an asset management plan, a long-term financial plan, and a workforce management plan.

In line with the legislation, Council needs to provide an annual Operational Plan, Fees and Charges and Operational Budget that can be shared in draft form with the community for feedback ahead of adoption by 30 June 2021.

Where amendments are made to the Long-Term Financial Plan and Delivery Program, these must be shared and revised using the same process.

REPORT:

Draft Operational Plan 2020-2021

As a result of COVID-19, the NSW Government announced that the scheduled Council elections would be postponed for 12 months until September 2021. As a result, the delivery of a new Community Strategic Plan and Delivery Program has been delayed until after the elections in September 2021.

Councils are required to continue to operate under the current Community Strategic Plan and Delivery Program.

Council's Operational Plan and budget for 2021-22 is required to be adopted by 30 June 2021. Matters relating to the 2021-2022 suite of Integrated Planning and Reporting documents are considered in the Ordinary Meetings of Council in March (endorse for public exhibition) and June (adoption) allowing for community feedback during April.

The draft Operational Plan 2021-2022 supports the Delivery Program 2018-2021 and specifies the actions of Council's key functional and operational areas that will be conducted in the coming year, funded through the 2021-2022 budget.

Preparation for the Draft 2022-2026 Delivery Program and other key Integrated Planning and Reporting plans will commence from October 2021 with the new term of council.

The 2021/2022 Operational Plan incorporates a direct reference to the SVC 2021/2022 Operational Budget. This feature enables the reader to identify how each Operational Plan action is funded.

Changes to the budget and action plan, along with progress updates of Council's work across the year will be reported to the community through quarterly reviews to Council, the publication of a half yearly update on the Operational Plan and in Council's Annual Report.

The 2021-22 Operational Plan contains 112 Actions across Snowy Valleys Councils Services.

Council's actions in the Operational Plan are organised according to the five key themes for the long-term vision for the future of the Snowy Valleys Council local government area as contained within the Community Strategic Plan:

1. Towns and Villages
2. Growth Through Innovation
3. Our Natural Environment
4. Communication and Engagement
5. Our Infrastructure.

Draft Operational Budget 2021-2022

The 2021-2022 draft budget outlines Council's committed expenditure for the forthcoming financial year. This budget iteration reflects Council's ongoing commitment to sound financial management. The forecast for the 2021-2022 financial year shows an improved overall position compared to the Long-Term Financial Plan adopted last year.

The operating budget indicates that Snowy Valleys Council will have an operating deficit (after capital grants) of \$1.7 million.

The total 2021-2022 budgeted operating and capital expenditure (excluding depreciation) is \$73.0 million, with total revenues expected to be \$65.8 million. The difference between the income and expenditure is funded from money previously allocated to reserves for specific purposes. Further information relating to the draft 2021-2022 operational and capital budgets can be found in the attached documents.

Draft Capital Budget 2021-2022

The Capital Budget forecast for the financial year 2021/22 includes \$13.6 million in investment in the transport network (roads, bridges, etc.). Over \$2 million is planned to be invested in Council buildings, including the rebuilding of the Ournie Community Hall. A total of \$10.5 million will be invested in economic development projects, including the civil works for Tumbarumba Snow View Estate phase 3, the building of the Itinerant Worker Accommodation at the Batlow Caravan Park and improvements and safety upgrades to the Tumut Aerodrome.

The Waste, Water and Wastewater Funds will be investing \$2.9 million, \$2.6 million and \$1.8 million respectively to renew and upgrade their facilities and enable the funds to continue to deliver services to the community at a high level.

The total capital program of \$35.4 million is funded from capital grants (\$19.1 million), insurance payout (\$0.3 million), water fund (\$2.6 million), wastewater fund (1.8 million), waste fund (\$1.1 million) and the general fund (\$10.5 million).

Draft Fees and Charges 2021-2022

The Fees and Charges 2021-2022 Schedule sets out the fees that Council can charge for all services and programs. The draft Fees and Charges 2021-2022 Schedule has been prepared by assessing each fee for cost recovery and cost base increases, and, where applicable, the fees have been increased accordingly.

During preparation of this year's Fees and Charges, several changes have been made to further simplify and streamline fees and charges across the whole local government area. This includes harmonised fees across all Council sporting facility to simplify processes. Sporting facilities annual fees are being reduced for a number of users where Council considers Community Service Obligations (activities undertaken on a non-commercial basis relating to equity objectives). Entry to Council's swimming pools continues to be free for similar reasons.

A number of administrative fees are being introduced for the first time to allow Council to recover costs from users of particular services rather than utilise general revenue to provide these services. Childcare fees are being moderately increased to ensure the future viability of this service. Waste Management services increase in line with Council's strategy and include the change to services with the introduction of the FOGO bins. Water access charges have been increased across all services to enable the Water Fund to return to a profitable result after a number of years of operational deficits.

Draft Revenue Policy 2021-2022

Council's Revenue Policy outlines Council's estimated income and expenditure and the levied rates income based on the Fees & Charges Schedule. 2021/22 will be the first year since amalgamation that all properties in the Council Local Government area are rated on the same basis. Council has undertaken a review of its rating structure and conducted extensive community consultation resulting in a new, harmonised rating structure effective 1 July 2020. In accordance with the *Local Government Act 1993* Council will levy a base rate plus a rate in the dollar (ad-valorem rate) on four

categories of properties: Farmland, Residential, Business and Mining. Council intends to apply the full available rate peg increase of 2% as per the Independent Pricing and Regulatory Tribunal (IPART) decision September 2020.

Draft Long Term Financial Plan 2021-2031 *(to be provided as a late attachment)*

The Long Term Financial Plan (LTFP) is an important part of Council's strategic planning process. The LTFP is where Council projects the financial realities of its ability to contribute to the community's vision for the future. It outlines the pressures and economic drivers behind Council's expected long-term future. Expected growth rates are aligned with community expectations of service delivery and community projects and the social outcomes outlined in the Community Strategic Plan.

The LTFP must be for a minimum of 10 years and is updated annually in line with Council strategies and goals. It is based on the operational budget contained within the operational plan for 2021-2022. It will also be reviewed in detail as part of the four-yearly review of the Delivery Program as part of the Community Strategic Plan. The plan includes 3 scenarios outlining different paths and levels of service delivery. One of the scenarios introduces a Special Rate Variation that aims to enable Council to maintain current service levels, adequately fund ongoing asset maintenance, reduce Council's reliance on external grant funding for asset renewals and ensure Council's financial sustainability.

Updated Road to Sustainability Plan *(to be provided as a late attachment)*

Council's Road to Sustainability Plan (Council Improvement Plan) was approved on 20 February 2020. The Plan has been reviewed and updated. It forms an integral part in Council's goal to achieve financial sustainability in the medium- to long-term and to achieve the objective of delivering sustainable best value to the community.

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

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate services are provided to the community, and transparent planning provides confidence in Council's ability to deliver on the community's priorities.	The proposed fees and charges changes may be seen as having potential social impacts.
Environmental	Planning for the provision of services that improve environmental outcomes within Council's area of influence	Environmental impacts will need to be identified and managed closely given the scale of developments outlined in the Operational Plan.

	Positive	Negative
Economic	The plans assist in improving community and investor confidence in the region through demonstration of gradual improvement in delivery and of key economic initiatives.	There may be a perception that Council needs to be more than an enabler/supporter in Economic Development and SVC's role will need to be clearly outlined.
Governance	This report is required to demonstrate to the community and government the appropriateness and transparency of Council's decision-making processes.	Nil

Financial and Resources Implications

The adoption of these plans will incur associated expenses and resource implications for their successful implementation. These commitments are outlined in the budgets and plans provided.

Costs and Benefits:

The cost of delivering on these draft plans is outlined in the draft 2021-2022 budget.

These plans continue to deliver on Council's commitments to fulfil the aspirations of the Community Strategic Plan and Delivery Strategy on those areas within Council's span of control and influence.

Policy, Legal and Statutory Implications:

The NSW Government has given a timeframe for which Council is required to adopt a full suite of Integrated Planning and Reporting documents, being before 30 June 2021.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a risk that the draft plans provided with this report are not understood by the community and therefore, a detailed communications and engagement approach will be applied, as outlined below.

OPTIONS:

1. Council endorses the plans as presented and places them on public exhibition.
2. Council may opt to amend the plans and place them on public exhibition.
3. Council may opt not to endorse any of the plans presented at this time, being aware that Councils are mandated to have the plans adopted by 30 June 2021.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation

A review of the Delivery Program commitments, the current 2020-21 Operational Plan progress, priority organisational projects and the audit matrix was undertaken with the executive team and their managers to develop and confirm the priorities in the 2021-22 Operational Plan.

The Operational Budget has been developed in consultation with the management team and executive.

The draft plans were presented to Councillors in early March 2021.

External Consultation

The Operational Plan reflects the upcoming year's actions for Council to deliver on its commitments in the Delivery Program 2018-2021, extended by the Office of Local Government to 2022 upon the postponement of the 2020 Local Government elections due to the Covid-19 pandemic. The Delivery Program was developed in response to the Community Strategic Plan 2018-2028 for which extensive community feedback was undertaken during 2017. The preparation for the Draft 2022-2026 Delivery Program will commence from October 2021.

Formal public exhibition of the Draft Operational Plan 2021-2022 including the draft Operational Budget 2021-2022, draft Fees and Charges 2021-2022 and updated draft Long Term Financial Plan will be conducted in accordance with the requirements of the *Local Government Act 1993*.

Public exhibition will include the documents being made available electronically on Council's website and advertisements in local newspapers and electronic media.

Community feedback from the public exhibition period will be considered by Council before the final document is adopted in June 2021.

ATTACHMENTS

- 1 Draft Operational Plan - 2021-2022 (under separate cover) [⇒](#)
- 2 Draft Fees & Charges 2021-2022 (under separate cover) [⇒](#)
- 3 Draft Revenue policy 2021-2022 (under separate cover)